FALL SEMESTER 2015

New Resident Students Check into Residence Halls ........................................ August 20, 2015 (Thursday, 8 a.m.–4 p.m.)
Returning Students Check into Residence Halls ........................................... August 21 (Friday, 8 a.m.–4 p.m.)
Add/Drop Sessions ..................................................................................... August 21 (Friday, 1 p.m.)
Late Orientation ......................................................................................... August 21-22 (Friday–Saturday)
Classes Begin .......................................................................................... August 24 (Monday)
Last Day to Make Up Spring 2015/Summer 2016 Incompletes ................. September 7 (Monday)
Homecoming and Family Weekend ....................................................... September 25-27 (Friday–Sunday)
Last Day to Withdraw from First Seven-Week Courses ......................... October 2 (Friday, 4 p.m.)
Second Seven-Week Courses Begin ....................................................... October 12 (Monday)
Midterm Grades Available for Students Online ........................................ October 16 (Friday, Noon)
Winterterm 2015 Registration Period Begins ........................................ November 2 (Monday)
Advising Week ......................................................................................... November 2-6 (Monday – Friday)
Spring 2016 Registration Period Begins ................................................ November 9 (Monday)
Last Day to Withdraw ............................................................................ November 13 (Friday, 4 p.m.)
Thanksgiving Recess – No Classes ....................................................... November 21-29 (Saturday–Sunday)

(Residence halls close 5pm Friday, November 20 - reopen 3pm Sunday, November 29)

Classes End ......................................................................................... December 4 (Friday)
Final Exam Week .................................................................................. December 7-11 (Monday–Friday)
Spring 2016 Registration Period Ends .................................................... December 11 (Friday, 4 p.m.)
Residence Halls Close ............................................................................ December 12 (Saturday, Noon)

(Students are expected to vacate residence halls 24hrs. after their last exam)

Final Grades Available for Students Online ........................................ December 14 (Monday, 2 p.m.)
Winterterm Classes ............................................................................... December 16–January 14, 2016 (Wed., 8 a.m–Thurs., Midnight)
Semester Ends ....................................................................................... December 18 (Friday)
Last Day to Make Up Winterterm and Fall Term 2015 Incompletes .......... January 1, 2016 (Monday)

SPRING SEMESTER 2016

New Resident Students Check into Residence Halls .................................. January 14 (Thursday, Noon–4 p.m.)
New Student Orientation ......................................................................... January 15 (Friday, 8 a.m.)
Returning Resident Students Check Into Residence Halls ....................... January 17 (Sunday, Noon to 4 p.m.)
Classes Begin ......................................................................................... January 18 (Monday)
Last Day to Late Register/Change Schedule w/o Instructor and Dean Permission ................................................ January 20 (Wednesday, 4 p.m.)
Last Day to Make Up Fall 2015/Winterterm 2015 Incompletes ............. February 1 (Monday)
Last Day to Withdraw from First Seven-Week Courses ....................... February 26 (Friday, 4 p.m.)
Spring Break – No Classes .................................................................. March 5-13 (Saturday–Sunday)

(Residence halls close 5pm Friday, March 4 - reopen 3pm Sunday, March 13)

Second Seven-Week Courses Begin ....................................................... March 14 (Monday)
Midterm Grades Available for Students Online ........................................ March 15 (Tuesday, Noon)
Summer 2016 Registration Period Begins ............................................ April 4 (Monday)
Advising Week ....................................................................................... April 4-8 (Monday–Friday)
Fall 2016 Registration Period Begins ..................................................... April 11 (Monday)
Last Day to Withdraw ........................................................................... April 15 (Friday, 4 p.m.)
Honors Convocation ............................................................................. April 20 (Wednesday)
Classes End ........................................................................................ April 29 (Friday)
Final Exam Week ................................................................................ May 2-6 (Monday–Friday)
Fall 2016 Registration Period Ends ....................................................... May 6 (Friday, 4 p.m.)
Commencement .................................................................................... May 7 (Saturday, 10:30 a.m.)
Residence Halls Close ........................................................................... May 7 (Saturday, 3 p.m.)

(Students are expected to vacate residence halls 24hrs. after their last exam)

Final Grades Available for Students Online ........................................ May 9 (Monday, 2:00 p.m.)
Semester Ends ...................................................................................... May 13 (Friday)
Last Day to Make Up Spring 2016/Summer 2016 Incompletes .......... September 5 (Monday)
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**CATALOG DISCLAIMER**

Notwithstanding anything contained in this Catalog, SUNY Canton expressly reserves the right, wherever it deems advisable, (1) to change or modify its schedule of tuition and fees, (2) to withdraw, cancel, reschedule or modify any course, program of study, degree or any requirement in connection with the foregoing, and (3) to change or modify any academic or other policy. Please be advised that, due to printing deadlines, information in this Catalog may be outdated. Changes in information in this Catalog and new academic regulations, policies or programs will be published on campus and in each semester’s registration materials. It is the responsibility of each student to ascertain current information that pertains to the individual’s program, particularly with regard to satisfaction of degree requirements, through consultation with the student’s advisor, the office of the student’s dean, and other appropriate offices such as the Registrar or Financial Aid. In preparing this Catalog, efforts are made to provide pertinent and accurate information; however, SUNY Canton assumes no responsibility for Catalog errors or omissions.
SUNY Canton’s Mission and Goals

**Great Majors. Great Careers.**

**MISSION STATEMENT**

SUNY Canton is dedicated to providing a progression of accessible, affordable, high-quality applied programs that enable students in the North Country, New York State, and beyond to achieve their highest potential both personally and professionally.

**VISION STATEMENT**

Educating the leaders of tomorrow for careers in the global technological economy.

**VALUES STATEMENT/DISTINCTIVE IDENTITY**

We Value…

A Student-Centered Philosophy… by keeping students’ best interests at the center of everything that we do.

Excellence… by challenging everyone to perform at a consistently high level through continuous quality improvement.

Integrity… by treating others with honesty and respect during every interaction.

Success… by creating an environment that encourages maximum personal and professional growth and helps students translate that growth into meaningful action.

Diversity… by fostering a culture of inclusiveness that values individual differences, gives voice to all in the campus community, promotes the free exchange of ideas based on merit, and encourages a global perspective.

Access… by offering affordable career-oriented public higher education to motivated, mature and disciplined students through innovative delivery methods.

Sustainability… by implementing viable long-term options for resource usage, disaster management, transportation, and waste management in connection with all campus activities and weaving sustainability concepts throughout the curriculum.

Flexibility… by embracing change to better address the needs of the college community and society at large.

**INSTITUTIONAL STUDENT LEARNING OUTCOMES**

1. Communication Skills
   
   Demonstrates the ability to effectively present, organize, and articulate thoughts, ideas, viewpoints, and conclusions both orally and/or in writing.

2. Critical Thinking
   
   Demonstrates the ability to interpret, apply, analyze, identify, distinguish and evaluate the assumptions, methodology and/or evidence of concepts, constructs and theory to provide a valid response, conclusion or recommendation.

3. Professional Competence
   
   Demonstrates knowledge and the ability to apply professional, Industry and ethical standards through the development of skills and knowledge consistent in professional practice within the respective discipline.

4. Inter-intrapersonal Skills
   
   Demonstrates an ability to address professional and ethical responsibilities, which may include a respect for diversity; recognize the impact of societal issues within a global context; function effectively as a member or leader of a team; and/or perform self-reflection of personal growth and achievement.

**COLLEGE GOALS**

- Offer programs in business, public service, health, liberal arts and engineering technologies that prepare students to enter rewarding careers and continue their education.

- Deliver a program of general education which provides a broad set of coherent and focused educational experiences aimed at enabling students to acquire knowledge and skills that are useful and important for all persons.

- Provide a community that enhances the development of leadership skills and creativity; encourages intellectual, ethical, and cultural growth; promotes an appreciation of our multicultural society; and advocates physical and emotional well-being.

- Promote excellence and innovation in teaching, advance scholarship and research, encourage continuous curricular evolution, and integrate technology into educational experiences.

- Design and implement extended and alternative programs to address the needs of national and international students, businesses, government agencies, and other specialized audiences.

- Advance the institution through philanthropic activities, external funding and cultivation of strong alumni relations.
About SUNY Canton

The State University of New York at Canton is a public, coeducational, residential college located on a spacious campus along the banks of the Grasse River. Its northern location places SUNY Canton close to the Adirondack Mountains, the St. Lawrence River, and major Canadian cities such as Ottawa and Montreal.

ACADEMICS

SUNY Canton is Northern New York’s four- and two-year college for technology, health, management and public service. SUNY Canton offers more than 40 majors leading to bachelor’s degrees, associate degrees, and one-year certificates. Numerous articulation agreements with other institutions provide further opportunities in fields such as business administration, forestry and medicine. Graduates of two-year programs are encouraged to enroll in bachelor’s degree programs or begin their careers immediately.

SUNY Canton’s 3,800 students are taught by faculty who have both outstanding academic credentials and excellent technical experience. Most have on-the-job professional experience, are licensed in their fields, and are current practitioners in their professions.

CAMPUS ENVIRONMENT

Academic facilities include numerous classroom buildings containing many specialized labs for practice in technology-based disciplines. Southworth Library houses more than 65,000 books, 6,000 microforms, 300 periodical subscriptions and 1,500 video and audio recordings. The library provides access to an impressive number of electronic information research databases.

The Computer Center provides access for all students in open computer labs and networked computer classrooms. Students receive an email account and can access the Internet in computer labs or via wireless network access in most areas of campus, including all residence hall rooms. Tutoring services were rated #1 among other SUNY institutions in a student survey and are offered free of charge, enabling students to successfully adjust to college-level academic demands. Students can also check out laptop computers at the library.

New Construction: SUNY Canton’s extraordinary recent growth has resulted in the construction of two new beautiful facilities. The College opened its $42 million athletic facility in July 2011. The massive building includes a brand new ice arena, fitness center, basketball courts, field house, and swimming pool. Other recent additions include a beautiful, lighted, synthetic turf field and a baseball field. The combination of great facilities will provide our sports teams the best training and playing options. SUNY Canton is expanding its sports offerings and has recently added women’s volleyball, men’s golf, women’s ice hockey, women’s lacrosse and men’s lacrosse. That brings the total number of sports teams to 14, including men’s and women’s basketball, cross country, soccer; men’s ice hockey, softball and baseball. The Kangaroos are a provisional member of the NCAA and also a member of the USCAA.

Kennedy Hall is the name of the new 305-bed, apartment-style residence hall on campus. It opened in August 2011 and features all single rooms in three, four, and five bedroom suites.

The four existing residence halls were newly renovated for Fall 2008. They house 950 students in single rooms, doubles, triples and suites. Special theme floors allow students to select living and learning options best suited to their interests. There’s even a residence hall that allows small pets. Chaney Dining Center provides meals for residential students, and snack bars located around the campus make it easy to grab a quick bite to eat.

There are numerous student clubs, and the Richard W. Miller Campus Center serves as the hub for a wide range of cultural and recreational activities. Since the campus is located in a residential community that welcomes college/community interaction, students find that SUNY Canton provides a fine blend of college learning and community involvement.

Many SUNY Canton alumni pursue careers in the technologies. Two-thirds of each graduating class choose to enter productive careers directly after graduation. Each year, nearly 100 percent of these graduates are successful in finding jobs for which SUNY Canton prepared them.

CAMPUS HISTORY

Originally founded in 1906 as the School of Agriculture (SOA) at St. Lawrence University, SUNY Canton was the first postsecondary, two-year college in New York authorized by the Legislature. In 1941, SOA was renamed the New York State Agricultural and Technical Institute (ATI). ATI became a member college of the State University of New York in 1948. To recognize advanced technology programs added in the 1950s and ’60s, the College underwent another name change in 1965, this time becoming the State University of New York Agricultural and Technical College at Canton or ATC. In 1987, the University’s Board of Trustees authorized yet another name change to the College’s present designation as State University of New York College of Technology at Canton.

In 1997, SUNY Canton received bachelor’s degree granting approval from the SUNY Trustees and the Governor of New York State. Since then, more than 20 bachelor’s degrees have been approved, and several others are in development. Three brand new bachelor’s degree programs were recently approved for Fall 2011. SUNY Canton most recently added a bachelor of science degree in Applied Psychology which will begin being offered in Fall 2012.
LOCATION

The village of Canton is situated in the St. Lawrence Valley near the northern foothills of the Adirondack Mountains and the scenic Thousand Islands. The location is perfect for those who enjoy outdoor activities, which range from camping, boating and hiking to cross-country and downhill skiing. Lake Placid, site of the 1980 winter Olympics, is less than two hours away and offers a multitude of activities throughout the year. For those who wish to have a more metropolitan experience, Montreal and Ottawa are approximately two hours north across the Canadian border. These two cities provide a variety of attractions for shopping, plays and concerts as well as beautiful parks and recreational facilities.

The College is located on the outskirts of the village along the Grasse River, which adds to its beauty and relaxed atmosphere. The village is a short walk from campus and offers several unique shops and restaurants.

ACCREDITATIONS

SUNY Canton is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104-2680 — Telephone (267) 284-5000, Fax (215) 662-5501. The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

The Air Conditioning Engineering Technology, Civil Engineering Technology, Electrical Engineering Technology, and Mechanical Engineering Technology programs are accredited by the Engineering Technology Accreditation Commission (ETAC) of ABET.

The Veterinary Science Technology program is accredited by the American Veterinary Medical Association. The Accreditation Commission for Education in Nursing has accredited the Nursing, AAS program. The Physical Therapist Assistant program is accredited by the Commission on Accreditation in Physical Therapy Education. The Dental Hygiene, AAS program is accredited by The American Dental Association (ADA), Commission on Dental Accreditation (CODA). The Automotive Technology program is certified by the National Automotive Technicians Education Foundation (NATEF) and the National Institute for Automotive Service Excellence (ASE).

ALUMNI ASSOCIATION

The Alumni Association maintains contact between the College and its alumni, keeping them informed about the College’s programs and activities and encouraging their participation.

The Association works with the Canton College Foundation in coordinating the College’s Annual Fund program to provide financial support for a variety of college activities. As a result of these efforts, funds can be provided for student scholarships and emergency loans, faculty research and special projects, and other activities in need of financial support.

ASSOCIATED COLLEGES OF THE ST. LAWRENCE VALLEY

SUNY Canton is a member of the Associated Colleges of the St. Lawrence Valley, a consortium that also includes Clarkson University, SUNY Potsdam, and St. Lawrence University. The Associated Colleges, with approximately 12,500 students in two villages 11 miles apart, expands opportunities through such activities as cross-registration for courses at the other three campuses, coordination of social events, and library privileges at all four college libraries.
### Degree Programs

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#### *COOPERATIVE AGREEMENTS*

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#### *CERTIFICATE PROGRAMS*

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* Refer to Programs of Study (pages 58-113) for specific requirements.  
  ** Selective Admission (see page 92, 100, and 107 for more information).  
  If you have questions, are a transfer or an out-of-state student, please call the Office of Admissions (1-800-388-7123) for more information.
ADMISSION TO CANTON

Admission to the State University of New York at Canton is based on the academic and personal qualifications of applicants and is made without regard to sex, age, race, color, creed, national origin, sexual orientation, military status, or disability of individuals. Admission will be offered to qualified applicants whose academic preparation and experience indicate a foundation for success in their chosen curricula.

Candidates for admission to SUNY Canton must have earned a high school diploma with a preferred minimum 75 cumulative average or a high school equivalency (GED/TASC) with a minimum score of 245/2450. Please review the prerequisites listed for each program. All admissions decisions are subject to the discretion of the Director of Admissions. For students needing preparatory courses before being admitted to a program of interest, it may be necessary to extend the time needed to complete the academic program and to earn an associate or baccalaureate degree. This will not affect students enrolled in one-year certificate programs.

Admitted students will be required to submit a $50 enrollment deposit, which is refundable if students withdraw prior to May 1st.

Full-time SUNY Canton students selecting an associate degree must declare a major by the end of two semesters (24 college credit hours). Full-time students pursuing a baccalaureate degree must declare a major by the end of three semesters (36 college credit hours).

For more information, contact the Office of Admissions at 315-386-7123, 800-388-7123, or www.canton.edu.

DEGREES OFFERED

The College offers the opportunity for students to earn the degrees of Bachelor of Technology, Bachelor of Business Administration, Bachelor of Science, Associate in Applied Science, Associate in Science, Associate in Arts, or a Certificate of one-year study. While most curricula are available to new students only in the Fall Semester of each academic year, some may commence in either Fall or Spring semesters.

ADMISSION INTERVIEWS

Prospective students and their families are strongly encouraged to visit the campus and discuss college plans with an admissions counselor. In person or online interviews help to show your level of interest in SUNY Canton and can be very helpful in making admissions decisions. Admissions interviews are offered Monday through Friday, as well as at Open Houses on select Fridays and Saturdays. The interview provides an opportunity to discuss curricula and career choices, college life, and financial aid at the College. All visiting students and their families will be offered a tour of the campus. Tours are offered regularly at 10 a.m. and 2 p.m., Monday through Friday.

Please contact the Office of Admissions at 800-388-7123 to schedule a visit.

HOW TO APPLY FOR ADMISSION

An application for admission may be completed online at www.canton.edu/apply. We accept the SUNY Application or the Common Application. Those applications can be found at www.suny.edu/student and www.commonapp.org, respectively. In addition to the application form, applicants must submit all secondary school transcripts, showing date of graduation or score reports for the General Equivalency Diploma (GED) or Test Assessing Secondary Completion (TASC), and all previous college transcripts to the Office of Admissions at SUNY Canton.

WHEN TO APPLY FOR ADMISSION

Prospective students are encouraged to submit their application before April 1 for the fall semester and December 1 for the spring semester. Decisions with respect to admission are made on a rolling basis, unless otherwise specified. An applicant for an associate’s degree in Dental Hygiene, Nursing, Physical Therapist Assistant, Practical Nursing, or Veterinary Science Technology and the bachelor's degree in Veterinary Technology is required to submit their application by February 1. Candidates for admission to the spring semester should carefully review www.canton.edu for the listing of available spring-start programs. There are no spring admits to selective programs (except transfer students from a similar programs).

ADMISSION AS FRESHMEN

Candidates for admission to the College must meet the following minimum requirements:

1. Be a graduate of a secondary school accredited by its State Education Department, hold a high school equivalency diploma (GED/TASC) with a minimum score of 245/2450, or meet certain home-school criteria.

IEP diplomas are not considered. Students with an IEP diploma must pass the GED/TASC with a score of 245/2450.

2. Have completed, with a satisfactory level of achievement, the minimum course prerequisites for the curriculum selected.

3. Demonstrate academic preparation necessary for success in the curriculum selected.

The most important criterion for admission as freshmen directly from high school is the secondary school record (grade point average, rank-in-class, pattern of course work). For candidates not applying directly from high school, additional criteria, such
The Office of Admissions reserves the right to request additional information, and applicants may, of their own accord, submit additional supportive documents.

**Home-Schooled Students**

Home-schooled students must provide supplemental materials as part of their application for admission to SUNY Canton. Students of compulsory school age must provide one of the following:

1. A high school diploma from an accredited state secondary school.
2. Letter from Superintendent of Schools certifying that the student has completed the substantial equivalent of a four-year high school course. In addition, please provide a copy of the student’s coursework and any other documents that will aid in the decision process (e.g. ACT/SAT scores).

Students beyond compulsory school age must provide one of the following:

1. Option #1 as stated above.
2. Option #2 as stated above.
3. GED/TASC with a score of 245/2450.
4. Proof of passing and completing all requirements for the required five Regents examinations or approved alternative assessments for these examinations.
5. Completing 30 semester hours or the equivalent as a recognized college-level or certificate at a degree-granting institution.
6. Proof of previously earning and being granted a degree from a degree-granting institution.

The above is in compliance with section 3.47 of the Rules of Regents and with section 100.10 of the Regulations of the Commissioner of Education. In addition to submitting the above, students may be required to take the Accuplacer exam for placement purposes.

**Placement Testing**

The ACCUPLACER placement test may be required for scheduling purposes after acceptance into SUNY Canton. This decision is based on standardized test scores, such as Regents exams, and ACT or SAT scores or certain program demands. Transfer students must demonstrate a “C” or better in a college-level English course to be exempt.

Students who are required to be tested will be notified via their college email. Placement testing must take place prior to Orientation. SUNY Canton offers both on-site and remote testing possibilities. For detail and practice test items, go to www.canton.edu/testing.

**Advanced Placement and Proficiency Examination Credit**

SUNY Canton has a proficiency examination program to serve students who seek recognition for achievement acquired outside the conventional college classroom. Admission with advanced standing may be granted on the basis of satisfactory completion of College-Level Examination Program (CLEP) Subject Examinations, the Advanced Placement Program, both administered by the College Entrance Examination Board, and the International Baccalaureate (IB) examinations. Further, the College participates in selected Excelsior College Examinations (ECE) sponsored by the New York State Education Department. Interested students should check with the Office of Admissions regarding credits awarded for these examinations.

**Honors Program**

The purpose of SUNY Canton’s Honors program is to attract and retain academically gifted students and provide them with an outstanding educational experience. The Honors program is designed to enhance student’s academic and personal growth. All Honors program students are required to abide by the following requirements:

- Maintain a minimum 3.2 GPA*
- Complete at least 15 hours of honors course credits for 4-year students by the completion of their academic program
- Complete at least 9 hours of honors course credits for 2-year students by the completion of their academic program
- Must have 85% participation in the Honors program seminars per academic year (i.e. faculty research presentations)
- Must have 85% participation in the Honors program non-seminar activities per academic year; complete an honors project or paper to be presented at the Scholarly Activities Fair
- Attend at least 3 honors events per semester on and off campus
- Fulfill at least 25 hours of community service by completion of their academic program for 4-year students
- Fulfill at least 15 hours of community service by completion of their academic program for 2-year students
- Inform the Honors Program Coordinator whenever their address (including phone number and email) or academic major changes
- Attend class regularly unless a legitimate excuse is given; maintain academic integrity

*If an honors student’s GPA falls below 3.2, he or she will be placed on honors probation for a maximum of two semesters. Honors program students are expected to maintain a GPA of 3.2 to retain active status in the program. Each Honors program student’s grades will be reviewed at the end of each semester. A letter will be sent informing the student of his/her status. Students on honors probation may not
enroll for either honors independent study nor may they enter into an honors contract. If the GPA is still below 3.2 after two semesters, the student will be dismissed from the program.

Once eligible and accepted for the Honors program, students are encouraged to seek out honors contract courses. An honors contract course includes:

- An agreement between a student and a faculty member; and
- Provides an opportunity for a student to complete an independent project in a non-honors class by further exploring related topics in an existing class.

Non-honors courses can be turned into honors courses through contracts to help satisfy Honors program requirements.

In general, honors contract courses satisfy more rigorous standards than are generally expected by the non-honors syllabus. An honors contract course should delve more deeply into the subject matter for the course addressing more sophisticated questions and methods. While the honors modifications to the course should fit within the content and intent of the course’s learning outcomes, the character and quality of the assignment should be augmented. Simply increasing the volume of work required does not constitute an honors activity; whenever possible, the honors assignments should be done as an alternative to some or all of the regular course assignments. An honors contract course should provide planned opportunities for the student to meet with the instructor to review, discuss, and revise, as needed, the honors components of the course.

ADMISSION PROCEDURES AND REQUIREMENTS FOR INTERNATIONAL STUDENTS

An application for admission may be completed online at www.canton.edu/apply or www.suny.edu/student or www.commonapp.org. In addition to the application form, applicants must submit an a personal statement essay (FSA-2), secondary school transcripts (translated to English), and all previous college transcripts (must be translated to English), to the Office of Admissions at SUNY Canton. A $50.00 non-refundable application fee (in U.S. funds) must accompany the application. This fee may not be waived for any reason. In the interest of time, it is recommended that the fee is paid by credit card when an online application is submitted.

Students for whom English is a second language, a Test of English as a Foreign Language (TOEFL) score of at least 500 (paper), 173 (computer) or 61 (Internet-Based) is required for admission consideration. Other tests, such as IELTS, SAT, and ACT will be looked at for admission if the TOEFL is not offered in your area. Students can also submit the SUNY English Proficiency Report (FSA-3), to be completed by an English teacher as a means of meeting the English Proficiency requirement. Students who are interested in SUNY Canton who do not meet English Proficiency requirements can apply for conditional admission in which they will enroll in the ESL program at FMCC for a period of time based on their level of proficiency. Once they have successfully completed the program, they will be offered full admission to SUNY Canton. Students must meet all other admission requirements at SUNY Canton to qualify for conditional admission.

To be assured for full consideration for Fall admission, the application must be submitted no later than July 1st. If applying for Spring admission, the application must be completed with all supporting documents no later than December 1st. It may take several months to obtain the appropriate visa, so it is recommended that students apply for admission as early as possible.

Additional supporting documents, such as a colored copy of the biography page of a valid passport, the Foreign Student Financial Statement (FSA-4) and supporting financial documentation will be required upon admission in order to obtain an I-20. These forms must be completed and certified by the appropriate financial institution. Please make sure the form is accurate and signed in all appropriate places to avoid delays with the I-20 processing.

The application will be reviewed when all required information is received. All supporting documents should be sent to Office of Admissions, SUNY Canton, 34 Cornell Drive, Canton, NY 13617-1098, USA

TRANSFER STUDENT ADMISSION

Applicants, who have previously registered at another college or university, following graduation from high school, are considered transfer students. In addition to completing the Application for Admission, transfer students must also submit an official transcript from every college or university previously attended. High school transcripts are not required from students who have completed 30 or more college credit hours from a regionally accredited institution. Transfer students must meet specific GPA and credit hour requirements for their program of application. All degree programs have specific requirements for admission. Transfer students should contact the Office of Admissions for further information at 1-800-388-7123.

For all transfer students, equivalency credit for course work shall be determined by the respective School Dean. A preliminary evaluation of coursework will be sent via email. A final approved evaluation can later be viewed on the student’s UCanWeb page. Courses completed at another institution transfer only as credits, quality points do not transfer. A letter grade of “C” or better is required for credit, unless specifically stated otherwise.

The Office of Admissions reserves the right to request additional information, and applicants may, of their own accord, submit additional supportive documents.
Admissions

READMISSION

Students are considered to be readmits if they meet one of the following criteria: (1) have not attended classes as a matriculated student at SUNY Canton for at least one semester and have not attended another college; (2) have graduated and have not attended another college since graduation; (3) planning to graduate from SUNY Canton and continue in a different degree program (i.e. associate’s degree to bachelor’s degree).

Students must complete a Readmission Application available online at www.canton.edu/admissions/readmission.html

Readmit Academic Requirements

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*At the discretion of the appropriate school dean, imputed credit hours may be used in determining a student’s academic status.

CREDIT FOR PRIOR LEARNING

FROM OTHER INSTITUTIONS OF HIGHER LEARNING

Applicants for admission who have attended other institutions of higher learning may be admitted with advanced standing depending upon the courses completed and grades earned. Applicants for advanced standing should apply for admission in the same way as other applicants; but in addition, they must request the Registrar of all institutions of higher learning which they have attended to forward official transcripts of work completed to the College. SUNY Canton accepts credit for courses transferred with a grade equivalent to a “C” or above at SUNY Canton. Prior credits which apply to an earned Associate’s degree, including grades of “D” and above, will be accepted in transfer and may be applied towards the total credits for a SUNY Canton bachelor’s degree. This policy may exempt credits received in the core curriculum when program specific grade requirements supersede this policy.

The College has formalized articulation agreements with a number of higher education institutions. A complete listing of current transfer agreements may be found on the college website at www.canton.edu/admissions/transfer/agreements.html. Acceptance of satisfactorily completed credits taken at the prior institution is guaranteed upon transfer to SUNY Canton as specified in the applicable transfer agreement. Credit is awarded at the discretion of the School Dean.

Upon readmission, any new non-degree credit with a grade of C or better from a different institution of higher learning will be evaluated for transfer credit.

BY PROFICIENCY EXAMINATION

A complete Reference Guide to Earning College Credit by Examination may be found on the college website at www.canton.edu/career_services/docs/exam_reference_guide.pdf.

1. Published Examinations: Admission with advanced standing may be granted on the basis of satisfactory completion of published proficiency examinations. The College participates in the College Level Examination Program (Subject Examinations) and the Advanced Placement Program, both of which are administered by the College Entrance Examination Board; the DSST examination (formerly DANTES); and the Regents College Proficiency Examination Program sponsored by the New York State Education Department.

2. Locally Developed Examinations: At the discretion of the school or departmental faculty, advanced standing may be granted for satisfactory completion of proficiency examinations developed by the College faculty and in accordance with the following policy:
   a. Locally designed and administered exams are available only to students who are matriculated at SUNY Canton.
   b. Such exams will consist of written and/or practical application tests as deemed appropriate.
   c. Any credit earned via such examinations will not be (a) counted as residency credit, included on official enrollment reports unless requested specifically, (c) included in a faculty member’s reported workload, and (d) used in calculating the campus FTE credit report.
   d. Any credit earned must fulfill degree requirements.
   e. Such exams will be administered prior to a student’s enrollment in the equivalent course for which a proficiency exam is requested.
   f. Satisfactory completion of a locally designed and administered proficiency exam will be recorded on the student’s transcript following evidence of progress toward an educational objective.
   g. A student is not permitted to enroll in or repeat the equivalent course for which a proficiency exam has been satisfactorily completed.
   h. A student may not repeat the proficiency exam administered for a specific course or portion thereof if not satisfactorily completed.
   i. Copies of all locally designed proficiency examinations will be placed on file with the Vice President for Academic Affairs and the appropriate School Dean.
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j. Forty dollars ($40) per credit hour will be charged for all locally designed and administered proficiency examinations.

FROM SECONDARY SCHOOL

The College may grant credit for selected courses completed at the secondary level. Transfer credit will be conditional upon evaluation of in-kind courses and experiences by the appropriate Dean of the School in which the credit will be granted. Approved secondary course work will match or exceed that offered on campus. The course must be subject to an articulation agreement. Students requesting credit must demonstrate superior performance and have the recommendation of the appropriate secondary school faculty member and endorsement of the high school principal.

CREDIT FOR LIFE EXPERIENCES

Credit for Life Experiences may be granted to students enrolled in any program, at the discretion of the faculty of that program, a review committee, and the Dean of the School in which the program is located. NOTE: Students can apply for Life Experience Credit for a course only if a proficiency exam, CLEP exam or a DSST exam does not exist for that course. The maximum number of credit hours of Credit for Life Experiences that can be applied toward an associate degree is 15 and toward a baccalaureate degree is 30. Such credit will be evaluated according to the following procedure:

1. The student must apply for Life Experience Credit during the first semester of matriculation in the program. Applicants must complete the Application Form for Credit for Life Experiences and submit the form to the Dean of the School in which the program is located.

2. The Dean, in consultation with other Deans as appropriate, will arrange for an advisor selected from the School’s faculty to assist the students in preparing the necessary documentation in support of the number of credits requested. The portfolio must clearly evidence mastery of a preponderance of the learning outcomes as listed in the course outline(s) in order for a request to be viable.

3. The student will submit a formal letter of request and a portfolio containing all documentation and pertinent adjunct supportive material to the advisor within the first ten weeks of the student’s first matriculated semester. The student will be notified of the decision within five weeks after submitting the portfolio. Only enrollment during the College academic year will count as the first semester of matriculation. (Summer school is NOT part of the College academic year).

4. The portfolio will be evaluated by the review committee, which will be comprised of the advisor, a second faculty member of the School in which the program is housed, appointed by the advisor, and an Academic Standards Committee (ASC) faculty member, appointed by the Academic Standards Committee, who is not a member of the School in which the program is housed. The ASC member of the review committee may request review of the portfolio by the entire Academic Standards Committee.

5. The advisor will provide the review committee with a copy of the most recent appropriate course outline(s), including detailed learning objectives.

6. The review committee will submit its recommendation and the recommendation of the Academic Standards Committee, if appropriate, to the Dean of the School and forward a copy of the recommendation to the Provost.

a. Credit for Life Experiences cannot be granted for courses in which the applicant has been, or is, enrolled at SUNY Canton.

b. Credit determinations in discipline-related fields (e.g., electrical, humanities, social work, etc.) will be made by faculty members in the respective or related department.

7. Following the decision of the Dean, a notice will be forwarded to the student, the advisor, the Provost, and the Registrar regarding the amount of credit granted and the courses for which the credit will be counted in the student’s program.

8. Forty dollars ($40) per credit hour will be charged for the review of the materials. This fee must be paid and registration procedures completed prior to the beginning of the review.

9. Forty dollars ($40) per credit hour will be charged for prior learning credit granted. This fee must be paid prior to the granting of credit.

10. Credit will be recorded as “CR” on the student’s official transcript under the appropriate course number, but only following the satisfactory (2.0) completion of one full-time semester or its equivalent in the student’s program.

MILITARY TRAINING AND EXPERIENCE

The College may grant advanced standing for military training and experience as recommended by the American Council on Education. Where courses, service school experience, or subject matter exams are applicable to a curriculum in which a student is enrolled at this college, credit will be determined using the publication “Guide to the Evaluation of Educational Experiences in the Armed Services.” In order to have your military transcripts evaluated, please utilize the Joint Service Transcript (https://jst.doded.mil/smart/signIn.do) website and have your military transcript digitally sent to the SUNY Canton Admissions office.

MANNER OF RECORDING

ADVANCED STANDING

Official transcripts of this college will include the appropriate number of credits granted for (1) courses transferred in from other higher education institutions,
(2) proficiency examinations completed satisfactorily, (3) validated life experiences, and/or (4) military training and experience as “CR” credit only and be excluded in the calculation of a student’s cumulative honor point index.

**EARLY ADMISSION PROGRAM**

Early admission will be granted to an applicant who has completed grade eleven of an accredited secondary school, meets the admission criteria for the program applied for, has maintained a strong academic average, and is recommended for college by the principal or guidance counselor. A contract detailing specific arrangements for completing the requirements for high school graduation must be made between the student, the high school principal, and the Director of Admissions. For further information, please contact the Office of Admissions. Arrangements for this contract are the responsibility of the applicant. Students are not eligible to receive financial aid until after their high school class graduates. The Early Admission Program was established to offer high school seniors an academic challenge and to jump-start their college career.

**SUNY Upstate Medical University College Of Health Professions Early Admission Program**

The SUNY Upstate Medical University Early Admission Program with SUNY Canton is a joint admissions program whereby students enroll at SUNY Canton for two years, complete an associate degree, and are then guaranteed admission into one of the SUNY Upstate Medical University College of Health Professions upper division programs. An exception to this is the Doctorate of Physical Therapy which requires a bachelor’s degree prior to entry into the DPT Program at Upstate Medical University.

The degree programs offered through the College of Health Professions Early Admission Program are: Cardiovascular Perfusion, Medical Imaging Services, Medical Technology, Nursing, Radiation Therapy Technology, Respiratory Therapy and Cardiorespiratory Sciences, and Physical Therapy DPT.

This program is a unique opportunity for students with a demonstrated commitment to a career in the health professions and a strong record of achievement in high school. Students accepted into this program are required to have completed at least three years of Regents or honors level courses in math and science. Students applying to the Early Admissions Program should be in the upper quartile of their class and should have competitive SAT scores. They must demonstrate a strong leadership background and show participation in extracurricular activities.

To apply for the SUNY Upstate Medical University College of Health Professions Early Admissions Program, students must complete the SUNY application for admission applying for Liberal Arts & Science: General Studies at SUNY Canton noting joint admission with SUNY Upstate Medical University at Syracuse. THE STUDENT DOES NOT COMPLETE THE SUNY APPLICATION FOR UPSTATE MEDICAL UNIVERSITY. The student must contact the Office of Admissions, Upstate Medical University at Syracuse, (315) 464-4670, to request application materials specifically for the Early Admission Program. An admissions interview will be required.

For further details, contact the SUNY Canton Office of Admissions, 315-386-7123 or 800-388-7123.

**EX-OFFENDERS/ DISCIPLINARY DISMISSAL FROM COLLEGE**

Potential students who are ex-offenders or have been dismissed for disciplinary reasons from a college will have their application reviewed under a policy established in accordance with section 23A of the New York State Correction Law. Copies of this policy are available from the Office of Admissions. Individuals who are ex-offenders or have been dismissed for disciplinary reasons from a college and who wish to apply are required to identify themselves as such and should request a copy of the policy. Individuals who do not disclose this information prior to admission may have their admission rescinded at the discretion of the Administration.

**ARTICULATION AGREEMENTS**

**2+2 PROGRAMS**

SUNY Canton has established articulation agreements with community colleges, whereby students, upon completion of an associate degree at the community college, can transfer into a SUNY Canton baccalaureate program.
<table>
<thead>
<tr>
<th>College</th>
<th>SUNY Canton Bachelor Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CLINTON COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Criminal Justice, AA</td>
<td></td>
</tr>
<tr>
<td>Criminal Justice, AAS</td>
<td></td>
</tr>
<tr>
<td>Individual Studies: Health &amp; Fitness Promotion, AS</td>
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</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td><strong>COLUMBIA-GREENE COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Business, Accounting, AS/AAS</td>
<td>Finance, BBA or Management, BBA</td>
</tr>
<tr>
<td>Criminal Justice, AA/AAS</td>
<td>Criminal Investigation, B.Tech, Homeland Security, B.Tech</td>
</tr>
<tr>
<td>Veterinary Technology, AAS</td>
<td>Veterinary Services Management, B.Tech</td>
</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td><strong>COLUMBUS STATE COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Dental Hygiene, AAS</td>
<td>Dental Hygiene, B.Tech</td>
</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td>Veterinary Technology, AAS</td>
<td>Veterinary Service Administration, BBA</td>
</tr>
<tr>
<td><strong>CONCORDE CAREER COLLEGE</strong></td>
<td></td>
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<tr>
<td>(All Branches)</td>
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</tr>
<tr>
<td>Dental Hygiene, AAS</td>
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<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
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<tr>
<td><strong>CORNING COMM. COLLEGE</strong></td>
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<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
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<tr>
<td><strong>ERIE COMMUNITY COLLEGE</strong></td>
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<tr>
<td>Dental Hygiene, AAS</td>
<td>Dental Hygiene, B.Tech</td>
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<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td><strong>FINGER LAKES COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Bus. Admin., AS/AAS</td>
<td>Finance, BBA or Management, BBA</td>
</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td><strong>FULTON-MONTGOMERY COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Bus. Admin., AS/AAS</td>
<td>Finance, BBA or Management, BBA</td>
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<tr>
<td>Criminal Justice, AAS</td>
<td>Criminal Investigation, B.Tech</td>
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<tr>
<td>Electrical Tech., AAS</td>
<td>Electrical Tech., B.Tech</td>
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<tr>
<td>Liberal Arts &amp; Sci.: General Studies</td>
<td>Management, BBA</td>
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<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
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<tr>
<td><strong>GENESEE COMMUNITY COLLEGE</strong></td>
<td></td>
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<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
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<tr>
<td>Veterinary Technology, AAS</td>
<td>Veterinary Services Management, B.Tech</td>
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<tr>
<td><strong>HARPER COLLEGE</strong></td>
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<tr>
<td>Dental Hygiene, AAS</td>
<td>Dental Hygiene, B.Tech</td>
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<tr>
<td><strong>HERKIMER COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Accounting, AS/AAS or Business Admin., AS/AAS</td>
<td>Finance, BBA or Management, BBA</td>
</tr>
<tr>
<td>Criminal Justice, AA/AAS or Criminal Justice: Forensic Investigation, AAS</td>
<td>Criminal Investigation, B.Tech, Homeland Security, B.Tech</td>
</tr>
<tr>
<td>Human Resource Management, AAS</td>
<td>Management, BBA</td>
</tr>
<tr>
<td>International Business, AS or Marketing, AS/AAS</td>
<td>Management, BBA</td>
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<tr>
<td>Paralegal, AAS</td>
<td>Legal Studies, B.Tech</td>
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<tr>
<td>Small Business Management, AAS</td>
<td>Finance, BBA or Management, BBA</td>
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<tr>
<td><strong>HOLYOKE COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td>Veterinary Technology, AAS</td>
<td>Veterinary Service Administration, BBA</td>
</tr>
<tr>
<td><strong>Hudson Valley COMM. COLLEGE</strong></td>
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</tr>
<tr>
<td>Business Admin., AS/AAS</td>
<td>Finance, BBA or Management, BBA</td>
</tr>
<tr>
<td>Business Admin., AS Honors Track</td>
<td>Finance, BBA or Management, BBA</td>
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<tr>
<td>Dental Hygiene, AAS</td>
<td>Dental Hygiene, B.Tech</td>
</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td><strong>HUMBLE COLLEGE</strong></td>
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<tr>
<td><strong>HUMBLEDON COLLEGE</strong></td>
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<tr>
<td><strong>HUMBER COLLEGE ITAL</strong></td>
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<tr>
<td><strong>JAMESTOWN COMM. COLLEGE</strong></td>
<td></td>
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<tr>
<td>Accounting, AAS</td>
<td></td>
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<tr>
<td>Business Admin., AS</td>
<td></td>
</tr>
<tr>
<td>Criminal Justice, AAS or Criminal Justice: Police, AAS</td>
<td></td>
</tr>
<tr>
<td>Criminal Investigation, B.Tech, Homeland Security, B.Tech</td>
<td></td>
</tr>
<tr>
<td><strong>JEFFERSON COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Accounting, AAS or Business Admin., AAS/AAS</td>
<td>Finance, BBA or Management, BBA</td>
</tr>
<tr>
<td>Criminal Justice, AAS; Fire Protection, AAS or Humanities and Social Sciences, AAS</td>
<td>Emergency Management, B.Tech</td>
</tr>
<tr>
<td>EMT-Paramedic, AAS; Individual Studies, AAS, Nursing, AAS</td>
<td>Health Care Mgmt., B.Tech</td>
</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td>Paralegal, AAS</td>
<td>Legal Studies, B.Tech</td>
</tr>
<tr>
<td>Sports Mgmt., AAS</td>
<td>Sports Management, BBA</td>
</tr>
<tr>
<td><strong>JOHNSON COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Veterinary Sci. Tech.</td>
<td>Veterinary Services Mgmt., B.Tech</td>
</tr>
<tr>
<td><strong>MONROE COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Dental Hygiene, AAS</td>
<td>Dental Hygiene, B.Tech</td>
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<tr>
<td><strong>MOHAWK COMM. COLLEGE</strong></td>
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<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td><strong>NIAGARA COUNTY COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td><strong>NORTH CENTRAL COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Dental Hygiene, AAS</td>
<td>Dental Hygiene, B.Tech</td>
</tr>
<tr>
<td>Nursing, AAS</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td><strong>NORTHHAMPTON COMM. COLLEGE</strong></td>
<td></td>
</tr>
<tr>
<td>Dental Hygiene, AAS</td>
<td>Dental Hygiene, B.Tech</td>
</tr>
</tbody>
</table>
**Admissions**

<table>
<thead>
<tr>
<th>COLLEGE</th>
<th>BACHELOR DEGREE CURRICULA</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUNY Upstate Medical University</td>
<td>Cardiovascular Perfusion, BS</td>
</tr>
<tr>
<td></td>
<td>Medical Imaging Radiography (X-ray), BS</td>
</tr>
<tr>
<td></td>
<td>Medical Imaging Sciences/Ultrasound, BS</td>
</tr>
<tr>
<td></td>
<td>Medical Technology, BS</td>
</tr>
<tr>
<td></td>
<td>Medical Biotechnology, BS</td>
</tr>
<tr>
<td></td>
<td>Physical Therapy, DPT</td>
</tr>
<tr>
<td></td>
<td>Physician Assistant, MS</td>
</tr>
<tr>
<td></td>
<td>Nursing, MS</td>
</tr>
<tr>
<td></td>
<td>Radiation Therapy, BS</td>
</tr>
<tr>
<td></td>
<td>Respiratory Therapy, BS</td>
</tr>
</tbody>
</table>

Examples of other colleges SUNY Canton graduates transfer to include:
- Rensselaer Polytechnic Institute
- Rochester Institute of Technology
- SUNY Binghamton
- SUNY Buffalo

Admission is not guaranteed in a 2+2 agreement. Students must meet specific criteria as outlined in the signed agreement between the two institutions, as is the case with us in receiving 1+1 candidates from community colleges. Those interested in further information regarding these programs should contact SUNY Canton’s Office of Admissions.

### 1+1 ASSOCIATE DEGREE PROGRAMS

SUNY Canton has established a variety of cooperative program agreements with other institutions of higher education.

Arrangements have been made with several community colleges whereby students take one year at the first college and the final year at SUNY Canton, from which the associate degree is granted.

A separate application must be filed for each year. For further information concerning this program, please contact the Office of Admissions.

<table>
<thead>
<tr>
<th>COLLEGE</th>
<th>CURRICULA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clarkson University</td>
<td>Physical Therapy, DPT</td>
</tr>
<tr>
<td>Cornell University (College of Agriculture and Life Sciences)</td>
<td>All parallel programs</td>
</tr>
<tr>
<td>Morrisville State College</td>
<td>Automotive Technology, B.Tech</td>
</tr>
<tr>
<td>Paul Smiths College</td>
<td>Natural Resources: Management &amp; Policy, BS, Nat. Resources: Env. Sci., BS, or Fisheries and Wildlife Sci., BS</td>
</tr>
<tr>
<td>SUNY Cobleskill</td>
<td>Child Care &amp; Develop, BS</td>
</tr>
<tr>
<td>SUNY Institute of Technology at Utica-Rome</td>
<td>Nursing, BS</td>
</tr>
<tr>
<td>SUNY Morrisville</td>
<td>Automotive Technology, B.Tech</td>
</tr>
<tr>
<td>SUNY Potsdam</td>
<td>All parallel programs</td>
</tr>
<tr>
<td>Adirondack Community College</td>
<td>Veterinary Sci. Tech.</td>
</tr>
</tbody>
</table>
# Articulation Agreements with BOCES & CTE Centers

Currently, SUNY Canton has signed agreements with the following BOCES Centers. Students are encouraged to speak to their guidance counselor to learn the specifics about the agreement for their particular program and BOCES Center. We are continuously adding to our list of participating centers, therefore, students should check with their counselor to determine whether a particular center has established an agreement since this printing.

<table>
<thead>
<tr>
<th>BOCES/CTE Center Name</th>
<th>Program</th>
<th>SUNY Canton Curriculum</th>
<th>Course(s) &amp; (Credits)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Broome-Tioga County BOCES</td>
<td>Animal Science I &amp; II</td>
<td>Health Science Career Studies (certificate)</td>
<td>VAST 105 (1)</td>
</tr>
<tr>
<td></td>
<td>Automotive Technology</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
</tr>
<tr>
<td></td>
<td>Business Management &amp; Computer Careers</td>
<td>Information Technology, B.Tech or Computer Information Systems, AAS</td>
<td>CIT 110 (2), CIT 163 (3)</td>
</tr>
<tr>
<td></td>
<td>Computer Support Specialist/Network Systems Analyst</td>
<td>Information Technology, B.Tech or Computer Information Systems, A.A.S.</td>
<td>CIT 163 (3), CIT 170 (3)</td>
</tr>
<tr>
<td></td>
<td>Criminal Justice</td>
<td>Criminal Investigation, B.Tech; Criminal Justice, AAS; Criminal Justice Studies, Cert; CJ: Law Enforcement Leadership, B.Tech or Homeland Security, B.Tech</td>
<td>JUST 101 (3), Gen Elective (3)</td>
</tr>
<tr>
<td></td>
<td>Early Childhood Education</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3), ECHD 200 (3)</td>
</tr>
<tr>
<td></td>
<td>Health Science</td>
<td>Health Care Management, B.Tech or Health Science Career Studies, Cert</td>
<td>HLTH 103 (3)</td>
</tr>
<tr>
<td>Cayuga-Onondaga BOCES</td>
<td>Automotive Technology I &amp; II</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
</tr>
<tr>
<td>Champlain Valley Educational Services (CV-TEC)</td>
<td>Animal Science/Veterinary Assistant</td>
<td>Veterinary Sci. Tech., AAS</td>
<td>VSCT 103 (2)</td>
</tr>
<tr>
<td></td>
<td>Auto Collision</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1), AUTO 104 (2)</td>
</tr>
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<td></td>
<td>Auto Technology</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
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<tr>
<td></td>
<td>Digital Art &amp; Design</td>
<td>Graphic &amp; Multimedia Design, B.Tech</td>
<td>GMMD 102 (3), GMMD 103 (3), GMMD 201 (3)</td>
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<tr>
<td></td>
<td>Early Childhood</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3)</td>
</tr>
<tr>
<td></td>
<td>Graphic Design &amp; Communications</td>
<td>Graphic &amp; Multimedia Design, B.Tech</td>
<td>GMMD 102 (3), GMMD 103 (3), GMMD 201 (3)</td>
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<tr>
<td></td>
<td>Heavy Equipment</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1), AUTO 102 (2)</td>
</tr>
<tr>
<td></td>
<td>Practical Nursing</td>
<td>Health Care Management, B.Tech or Health Science Career Studies, Cert</td>
<td>HLTH 200 (3)</td>
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<tr>
<td></td>
<td>Small Gas Engines I &amp; II</td>
<td>Powersports Maintenance &amp; Repair, Cert</td>
<td>MSPT 101 (3)</td>
</tr>
<tr>
<td>Cold Hollow Career Center (Vermont)</td>
<td>Automotive Technology</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
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<tr>
<td>Eastern Long Island Academy of Applied Technology/Eastern Suffolk BOCES</td>
<td>Animal Science I &amp; II</td>
<td>Veterinary Science Technology, AAS; or Veterinary Technology, BS</td>
<td>VSCT 103 (2)</td>
</tr>
<tr>
<td></td>
<td>Art, Design &amp; Visual Communications</td>
<td>Graphic &amp; Multimedia Design, B.Tech</td>
<td>GMMD 102 (3), GMMD 103 (3)</td>
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<tr>
<td></td>
<td>Automotive Technology</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
</tr>
<tr>
<td></td>
<td>Early Childhood</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3), ECHD 200 (3)</td>
</tr>
<tr>
<td></td>
<td>Heating, Ventilation &amp; Air Conditioning (HVAC)</td>
<td>Heating &amp; Plumbing Svc., Cert</td>
<td>ACHP 171 (7), ACHP 172 (8)</td>
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<tr>
<td></td>
<td>Marine/Motorsports Technology</td>
<td>Powersports Maint. &amp; Repair, Cert</td>
<td>MSPT 101 (3), MSPT 130 (2)</td>
</tr>
<tr>
<td>BOCES/CTE</td>
<td>Program</td>
<td>Curriculum</td>
<td>Course(s) &amp; (Credits)</td>
</tr>
<tr>
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<tr>
<td><strong>Franklin-Essex-Hamilton BOCES</strong></td>
<td>Automotive Technology</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
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<tr>
<td></td>
<td>HVAC</td>
<td>Automotive Technology, AAS Or Mechanical Engineering Technology, AAS</td>
<td>MECH 103 (3)</td>
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<tr>
<td></td>
<td>HVAC</td>
<td>Heating and Plumbing Service</td>
<td>ACHP 171 (7)</td>
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<tr>
<td></td>
<td>Early Childhood Education</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3), ECHD 200 (3)</td>
</tr>
<tr>
<td></td>
<td>Technical Health/Health Occupations</td>
<td>Health Care Management, B.Tech; or Health Science Career Studies, Cert</td>
<td>HLTH 200 (3)</td>
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<tr>
<td><strong>Genesee Valley BOCES</strong></td>
<td>Automotive Technology</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
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<tr>
<td></td>
<td>Practical Nursing</td>
<td>Nursing, AAS</td>
<td>NURS 101 (6)</td>
</tr>
<tr>
<td></td>
<td>Precision Machining/Metal Trades I &amp; II</td>
<td>Automotive Tech., AAS or Mechanical Eng. Tech., AAS</td>
<td>MECH 121 (3)</td>
</tr>
<tr>
<td><strong>Greater Southern Tier BOCES (GST)</strong></td>
<td>Animal Science I &amp; II</td>
<td>Health Science Career Studies, Cert</td>
<td>VAST 105 (3)</td>
</tr>
<tr>
<td><strong>Jefferson-Lewis BOCES</strong></td>
<td>Automotive Technology</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
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<tr>
<td></td>
<td>Nursing Assistant</td>
<td>Health Science Career Stud., Cert or Health Care Mgmt., B.Tech</td>
<td>HLTH 200 (3)</td>
</tr>
<tr>
<td></td>
<td>Early Childhood, AS</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3), ECHD 200 (3)</td>
</tr>
<tr>
<td></td>
<td>Electronic &amp; Computer Tech. I &amp; II</td>
<td>Computer Information Systems, AAS or Information Technology, B.Tech</td>
<td>CITA 170 (3), CITA 220 (3), CITA 221 (1)</td>
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<tr>
<td></td>
<td>Gas/Diesel Mechanics</td>
<td>Powersports Maintenance &amp; Repair, Cert.</td>
<td>MSPT 101 (3)</td>
</tr>
<tr>
<td></td>
<td>Motorcycle, Marine, &amp; Power Sports</td>
<td>Powersports Maintenance &amp; Repair, Cert.</td>
<td>MSPT 101 (3)</td>
</tr>
<tr>
<td></td>
<td>Small Animal Care I &amp; II</td>
<td>Health Science Career Stud., Cert</td>
<td>VAST 105 (3)</td>
</tr>
<tr>
<td></td>
<td>Visual Communications I &amp; II</td>
<td>Graphic &amp; Multimedia Design, B.Tech</td>
<td>GMMD 102 (3), GMMD 201 (3)</td>
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<td>Welding</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
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<tr>
<td><strong>Madison-Oneida BOCES</strong></td>
<td>Automotive Technology</td>
<td>Automotive Technology, AAS</td>
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<tr>
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<td>Carpenter I &amp; II</td>
<td>Construction Technology Management, AAS</td>
<td>CONS 112 (3)</td>
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<td></td>
<td>Criminal Justice</td>
<td>Criminal Justice, AAS</td>
<td>JUST 101 (3), Gen. Elective (3)</td>
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<td></td>
<td>Early Childhood</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3)</td>
</tr>
<tr>
<td></td>
<td>Graphic Design Technology</td>
<td>Graphic and Multi Media Design, B.Tech</td>
<td>GMMD 102 (3), GMMD 103 (3)</td>
</tr>
<tr>
<td></td>
<td>Health Professions and Pre-Nursing</td>
<td>Health Care Management, B.Tech; or Health Science Career Studies, Cert.</td>
<td>HLTH 103 (3), HLTH 200 (3)</td>
</tr>
<tr>
<td></td>
<td>Information Technology Systems/CISCO Network- ing I &amp; 2</td>
<td>Computer Information Systems, AAS; or Information Technology, B.Tech</td>
<td>CITA 163 (3), CITA 220 (3), CITA 221 (1)</td>
</tr>
<tr>
<td></td>
<td>Rec. and Outdoor Power Equipment</td>
<td>Powersports Maintenance and Repair</td>
<td>MSPT 101 (3)</td>
</tr>
<tr>
<td><strong>Nassau BOCES</strong></td>
<td>Animal Care I &amp; II or Veterinary Science I &amp; II</td>
<td>Health Science Careers Stud., Cert</td>
<td>VAST 105 (1)</td>
</tr>
<tr>
<td></td>
<td>Graphic Communications</td>
<td>Graphic &amp; Multimedia Design, B.Tech</td>
<td>GMMD 102 (3), GMMD 103 (3)</td>
</tr>
<tr>
<td><strong>Oneida-Herkimer-Madison BOCES</strong></td>
<td>Animal Science</td>
<td>Health Science Career Stud., Cert.</td>
<td>VAST 105 (1)</td>
</tr>
<tr>
<td></td>
<td>Auto Body Repair; or Auto Technology</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
</tr>
<tr>
<td></td>
<td>Certified Nursing Assistant</td>
<td>Health Science Career Stud., Cert; or Health Care Management, B.Tech</td>
<td>HLTH 200 (3)</td>
</tr>
<tr>
<td></td>
<td>Combination Welding</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 104 (2)</td>
</tr>
<tr>
<td></td>
<td>Construction Trades</td>
<td>Construction Technology Management, AAS</td>
<td>CONS 112 (3)</td>
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<td></td>
<td>Early Childhood Education</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3)</td>
</tr>
<tr>
<td></td>
<td>Emerging Technologies: Computer Repair/Net- working/Cybersecurity</td>
<td>Computer Information Systems, AAS; or Information Technology, B.Tech</td>
<td>CITA 163 (3), CITA 170 (3)</td>
</tr>
<tr>
<td></td>
<td>Outdoor Power Equipment</td>
<td>Powersports Maintenance &amp; Repair (Cert)</td>
<td>MSPT 101 (3)</td>
</tr>
<tr>
<td>BOCES/CTE</td>
<td>SUNY Canton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Onondaga-Cortland-Madison BOCES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Science I &amp; II</td>
<td>Veterinary Science Tech, AAS or Veterinary Tech., BS</td>
<td>VSCT 103 (2)</td>
<td></td>
</tr>
<tr>
<td>Automotive Technology</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
<td></td>
</tr>
<tr>
<td>Computer Technology</td>
<td>Computer Information Syst., AAS or Information Tech., BTech</td>
<td>CIT1 110 (3), CIT1 170 (3)</td>
<td></td>
</tr>
<tr>
<td>Early Childhood</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3)</td>
<td></td>
</tr>
<tr>
<td>Graphic Communications</td>
<td>Graphic &amp; Multimedia Design, BTech</td>
<td>GMMD 102 (3), GMMD 103 (3)</td>
<td></td>
</tr>
<tr>
<td>Health Occupations/Nursing Aide</td>
<td>Health Science Career Studies, Cert; or Individual Studies - Health, AAS</td>
<td>HLTH 200 (3)</td>
<td></td>
</tr>
<tr>
<td>Welding</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 104 (2)</td>
<td></td>
</tr>
<tr>
<td><strong>Oswego County BOCES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motorsports Fabrication</td>
<td>Air Conditioning Eng. Tech., AAS; Automotive Tech., AAS; Mechanical Eng. Tech., AAS; Mechanical Tech., BTech; or Power Sports Performance &amp; Repair, Cert.</td>
<td>MECH 121 (3)</td>
<td></td>
</tr>
<tr>
<td><strong>St. Lawrence-Lewis BOCES</strong></td>
<td></td>
<td></td>
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<tr>
<td>Allied Health</td>
<td>Health Science Career Stud., Cert or Individual Studies - Health, AAS</td>
<td>HLTH 200 (3)</td>
<td></td>
</tr>
<tr>
<td>Automotive Technologies</td>
<td>Automotive Tech., AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
<td></td>
</tr>
<tr>
<td>Computer Business &amp; Technology</td>
<td>Computer Information Syst., AAS or Information Tech., BTech</td>
<td>CIT1 110 (3), CIT1 170 (3)</td>
<td></td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3), ECHD 200 (3)</td>
<td></td>
</tr>
<tr>
<td>Environmental Technology</td>
<td>Alternative &amp; Renewable Energy Syst., BTech</td>
<td>AREA 110 (3), SOET 116 (2)</td>
<td></td>
</tr>
<tr>
<td>Graphic Communications</td>
<td>Graphic &amp; Multimedia Design, BTech</td>
<td>GMMD 102 (3), GMMD 100/103 (3)</td>
<td></td>
</tr>
<tr>
<td>Health Careers</td>
<td>Health Care Management, BTech; Health Science Career Studies, Cert</td>
<td>HLTH 103 (3), HLTH 200 (3)</td>
<td></td>
</tr>
<tr>
<td>Heating, Ventilation, AC &amp; Refrigeration</td>
<td>Air Conditioning &amp; Eng. Tech., AAS</td>
<td>MECH 103 (3)</td>
<td></td>
</tr>
<tr>
<td>Introduction to Criminal Justice</td>
<td>Criminal Investigation, BTech; Criminal Justice, AAS; or Criminal Justice: Law Enforcement Lead, BTech</td>
<td>JUST 101 (3)</td>
<td></td>
</tr>
<tr>
<td>Metalworking Technologies</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 104 (2)</td>
<td></td>
</tr>
<tr>
<td>Pre-Engineering</td>
<td>Alt. &amp; Renewable Energy, BTech; Civil &amp; Env. Tech, BTech; Electrical Tech, BTech; Industrial Tech Mgmt, BTech; Mechanical Tech, BTech; Air Cond. Eng. Tech, AAS; Civil Eng. Tech, AAS; Elecrical Eng. Tech., AAS; Engineering Science, BS; General Tech., AAS; or Mechanical Eng. Tech., AAS</td>
<td>PHYS 121 (3), PHYS 125 (1)</td>
<td></td>
</tr>
<tr>
<td><strong>Stafford Technical Center, VT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Automotive Technologies</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
<td></td>
</tr>
<tr>
<td><strong>Washington-Saratoga-Warren-Hamilton-Essex BOCES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auto Body Repair</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
<td></td>
</tr>
<tr>
<td>Automotive Technology</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 111 (1)</td>
<td></td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>Early Childhood, AS</td>
<td>ECHD 121 (3), ECHD 200 (3)</td>
<td></td>
</tr>
<tr>
<td>Health Occupations</td>
<td>Health Science Career Studies, Cert; or Individual Studies - Health, AAS</td>
<td>HLTH 200 (3)</td>
<td></td>
</tr>
<tr>
<td>Heavy Equipment Maintenance and Operation</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 101 (2), AUTO 102 (2), AUTO 111 (1)</td>
<td></td>
</tr>
<tr>
<td>Horse Care</td>
<td>Health Science Career Studies, Cert</td>
<td>VAST Elective (3)</td>
<td></td>
</tr>
<tr>
<td>HVAC-R</td>
<td>Heating &amp; Plumbing Service, Cert</td>
<td>ACHP 171 (7)</td>
<td></td>
</tr>
<tr>
<td>Power Sports Technology</td>
<td>Powersports Maintenance &amp; Repair, Cert.</td>
<td>MSPT 101 (3)</td>
<td></td>
</tr>
<tr>
<td>Welding</td>
<td>Automotive Technology, AAS</td>
<td>AUTO 104 (2)</td>
<td></td>
</tr>
</tbody>
</table>
### Articulation Agreements with High Schools

Currently, SUNY Canton has signed agreements with the following High Schools. Students are encouraged to speak to their guidance counselor to learn the specifics about the agreement for their particular program or courses. We are continuously adding to our list of participating schools, therefore, students should check with their counselor to determine whether the high school has established an agreement since this printing.

#### High School
<table>
<thead>
<tr>
<th>Center Name</th>
<th>Program</th>
<th>SUNY Canton</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canton</td>
<td>Pre-Veterinary Science</td>
<td>Veterinary Science Technology, AAS or Veterinary Technology, BS</td>
</tr>
<tr>
<td></td>
<td>Advanced Animal Science</td>
<td>VSCT 103 (2)</td>
</tr>
<tr>
<td>Indian River</td>
<td>Advanced Animal Science</td>
<td>Veterinary Science Technology, AAS</td>
</tr>
<tr>
<td></td>
<td>Intro to Veterinary Science</td>
<td>VAST 105 (1)</td>
</tr>
</tbody>
</table>

### International Partnerships

SUNY Canton provides students outside the United States with the ability to earn a bachelor’s degree from the College through dual-degree programs, and pathway programs. The classes are taught using SUNY Canton OnLine (SUNY Canton OL) technology. Students at these institutions earn a bachelor’s degree from both their home institution and SUNY Canton. Similar to online degrees, pathway programs offer students a possibility of transferring courses after completion of one or two years at the home institution and then, obtaining a degree from SUNY Canton. The time spent taking classes at SUNY Canton depends on the courses transferred. Additionally, SUNY Canton international programs office offers summer programs and study abroad opportunities. Additional dual-diploma partnerships are currently under review. Please visit our website at www.canton.edu/international for updated information.
CONCURRENT ADMISSIONS (CON AP)

The Concurrent Admissions Program (ConAP) is a partnership between the Army Recruiting Command and over 1,900 participating colleges to mutually advance the goals of lifelong learning and postsecondary education for Future Soldiers. The Concurrent Admissions Program (CON AP) is conducted by colleges and universities that are members of Servicemembers Opportunity Colleges (SOC). Concurrent with their enlistment in the Army, new soldiers are encouraged to apply for admission to SUNY Canton. Upon meeting satisfactory criteria for full or provisional admission, the soldier will be allowed to defer admission until completion of military service.

After completing a two-, three-, or four-year enlistment, the new veteran will be encouraged to enroll at SUNY Canton. This program also applies to soldiers enlisting in the Army Reserve.

Those interested in the CON AP program are encouraged to contact the SUNY Canton office of Admissions.

<table>
<thead>
<tr>
<th>INTERNATIONAL PARTNER COLLEGE</th>
<th>DEGREE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moscow State University,</td>
<td>Summer ESL and</td>
</tr>
<tr>
<td>Faculty of Economics and</td>
<td>Small Business</td>
</tr>
<tr>
<td>Finance</td>
<td>Management Programs</td>
</tr>
<tr>
<td>Moscow, Russia</td>
<td>(Pathway 1.5+1.5)</td>
</tr>
<tr>
<td>International Institute of</td>
<td>Semester, year-long</td>
</tr>
<tr>
<td>Health Sciences,</td>
<td>and summer study</td>
</tr>
<tr>
<td>Sri Lanka</td>
<td>abroad programs</td>
</tr>
<tr>
<td>Greenwich University,</td>
<td>Summer ESL and</td>
</tr>
<tr>
<td>London, England</td>
<td>Small Business</td>
</tr>
<tr>
<td></td>
<td>Management Programs</td>
</tr>
<tr>
<td>Guangdong Women’s Polytechnic</td>
<td>Faculty led study</td>
</tr>
<tr>
<td>College, Guangzhou, China</td>
<td>abroad program</td>
</tr>
<tr>
<td></td>
<td>(ConAP)</td>
</tr>
</tbody>
</table>

AIR FORCE RESERVE OFFICER TRAINING CORPS (AFROTC)

AEROSPACE STUDIES

Lt Col Robert Baskette — Chair and Professor of Aerospace Studies

Air Force Reserve Officer Training Corps (AFROTC) combines college study with military leadership, discipline, and training to produce officers and leaders for the United States Air Force. Upon graduation with at least a bachelor’s degree, students are commissioned as second lieutenants in the active duty Air Force. A commission is an appointment to a military officer by the President of the United States.

CURRICULUM

AFROTC is normally a four-year program divided into two portions, the General Military Course (GMC) for freshmen and sophomores, and the Professional Officer Course (POC) for juniors and seniors. All students also complete Leadership Laboratory (LLAB) each semester.

GMC

The GMC involves a one credit hour course and a two-hour Leadership Laboratory each semester. The freshman curriculum introduces the Air Force mission and organization, covers the basics of military customs and courtesies, military correspondence styles, and drill and ceremonies. The sophomore curriculum focuses on the history of air power, starting with the Wright Brothers’ first flight at Kitty Hawk, and traces the evolution of aircraft and Air Force missions throughout WWI, WWII, Korea, Vietnam, the Gulf War, and recent operations around the world such as Afghanistan and Iraq.

FIELD TRAINING

After successful completion of the GMC, students are normally scheduled to attend Field Training during the summer between the sophomore and junior year. Field Training is an intense, four-week, hands-on leadership challenge. Cadets will be evaluated on their mastery of military customs and courtesies, drill and ceremonies, and on their leadership ability. Cadets are exposed to a variety of challenges to force them to work as a team, learn to critically evaluate situations, and perform under stress. While no cadet will tell you it is fun, Field Training is often a life-changing experience that builds self-confidence and fine-tunes leadership skills.

POC

After successfully completing Field Training, cadets are sworn in to the POC and are enlisted in the inactive reserves while they complete their final two years of college. The junior curriculum focuses on an in-depth study of leadership and management concepts. The senior curriculum continues to emphasize leadership, but introduces national security concepts and issues, cultural awareness, military law, the law of armed conflict, and preparation for entrance into the active duty Air Force. POC cadets are placed in leadership positions and are charged with running the cadet wing that is modeled after the organizational structure of the active duty Air Force.

LEADERSHIP LABORATORY (LLAB)

LLAB is a hands-on leadership training program. The POC plan and execute 13 labs in which the GMC are instructed in skills they will need to successfully complete Field Training and for a thriving military career. POC members are responsible for planning and executing LLAB, as well as other extracurricular activities like formal dinners and awards ceremonies. Cadets are challenged in the classroom, and their jobs in the cadet wing require them to put the theories into practice. Cadets are also expected to participate in 2 hours of Physical Training (PT) per week during each semester.
SCHOLARSHIPS

Merit-based tuition scholarships are available to AFROTC cadets; they vary from $3,000 to full tuition. Below is a list of current scholarships.

• TYPE I — Full tuition and fees scholarship
• TYPE II — $18,000 towards tuition and fees
• TYPE III — $9,000 towards tuition and fees
• TYPE VI — $3,000 towards tuition and fees
• TYPE VIII — A competitive-based academic upgrade of a TYPE II, pays up to 80% of tuition

Other Benefits — All scholarships include the following:

• Free room and board (Clarkson incentive)
• Monthly Stipend during the academic year — FR = $250, SOPH = $300, JUN = $350, SEN = $400
• $450 per semester for books

For more details, contact the Aerospace Studies Department at 315-268-7989.

ARMY RESERVE OFFICER TRAINING CORPS (AROTC)

MILITARY SCIENCE

Army ROTC is a college program that produces Officers for the US Army. This program is available to SUNY Canton students by cross enrolling in the classes offered at Clarkson University. Students enroll in a series of classes and labs that teach problem solving, leadership theory, and decision making in a military context. There is a physical fitness component to the program and students are expected to meet fitness standards to complete the program. The goal of the department is to develop leadership and managerial ability, while preparing students to become Officers in the U.S. Army. An active extracurricular program provides many opportunities to participate in adventure training, intramural sports, and cultural immersion missions. Qualified students can compete for an opportunity to attend the Army Airborne School or Air Assault School. Army ROTC allows students maximum flexibility to include ROTC in their various courses of study. Enrollment is voluntary.

BASIC COURSE
(Freshman and Sophomore Years)

The Basic Course teaches rudimentary soldier skills and knowledge and provides students with sufficient military background to make informed decisions about continuing on the path to becoming an Army Officer. It also gives the Army ROTC instructors the ability to access the future potential of enrolled students. Most enrolled students in the Basic Course incur no military obligation and can withdraw at any time. Students who do decide to take the next step may compete for scholarships or pursue a non scholarship contract. All contracted Cadets receive a monthly stipend for participating in the class and incur a service obligation when they graduate.e.

PRIOR SERVICE/VETERANS

The Basic Course is normally a prerequisite for the Advanced Course; however, prior service personnel or members of the Reserve Forces who have completed basic training may enroll in the Advanced Course as juniors as long as they have achieved junior status.

BASIC-CAMP

Other interested students may qualify for the Advanced Course by attending a six-week Basic camp. At Basic Camp students earn over $750, plus room and board. Students applying through this route normally attend Basic Camp between the sophomore and junior years. This program is available to students who have at least two academic years remaining in their degree program.

ADVANCED COURSE
(Junior and Senior Years)

The Advanced Course places increased emphasis on tactical, technical, and leadership skills to prepare students for the Cadet Leadership Course, normally held the summer between the junior and senior years. The final year is spent on topics in military officerhip, and gives the students the opportunity to hold Battalion level staff positions.

SCHOLARSHIPS

The Army ROTC program has a limited number of scholarships available to qualified students. These are merit based scholarships and normally offered to students who are enrolled in the program. They are awarded based on merit and academic potential, not on need. Students can compete for three-year scholarships during their freshman year and two-year scholarships during their sophomore year.

General information about ROTC can be found at www.armyrotc.com and information about the program at SUNY Canton can be found at www.clarkson.edu/armyrotc

To enroll or get more information contact the Enrollment Officer at (315) 268-7705 or email armyrotc@clarkson.edu.
### Tuition and Fees

The following are estimated costs of attending SUNY Canton for 2015-16. All costs are subject to change without notice.

#### Tuition

<table>
<thead>
<tr>
<th></th>
<th>1st Semester</th>
<th>2nd Semester</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>NYS Resident</td>
<td>$3,235.00</td>
<td>$3,235.00</td>
<td>$6,470.00</td>
</tr>
<tr>
<td>Out-of-State Resident (Bachelor)</td>
<td>$8,305.00</td>
<td>$8,305.00</td>
<td>$16,610.00</td>
</tr>
<tr>
<td>Out-of-State Resident (Associate)</td>
<td>$5,430.00</td>
<td>$5,430.00</td>
<td>$10,860.00</td>
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</table>

#### Comprehensive Student Fee*

<table>
<thead>
<tr>
<th></th>
<th>1st Time Students</th>
<th>Continuing Students</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee</td>
<td>$807.50</td>
<td>$687.50</td>
<td>1,495.00</td>
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</table>

#### Additional Fees

<table>
<thead>
<tr>
<th>Fee</th>
<th>1st Semester</th>
<th>2nd Semester</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transcript Fee (billed each semester)</td>
<td>5.00</td>
<td>5.00</td>
<td>10.00</td>
</tr>
<tr>
<td>Graduation Fee (seniors only and optional)</td>
<td>—</td>
<td>10.00</td>
<td>10.00</td>
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<tr>
<td>Parking &amp; Vehicle Registration Fee</td>
<td>193.60</td>
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<td>193.60</td>
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<tr>
<td>(includes NYS sales tax, full year charged in Fall)</td>
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<tr>
<td>Accident &amp; Sickness Insurance</td>
<td>989.00</td>
<td>989.00</td>
<td>1,978.00</td>
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<tr>
<td>International Health Insurance</td>
<td>630.00</td>
<td>880.00</td>
<td>1,510.00</td>
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<td>(foreign students only)</td>
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#### Meals**

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smith, Mohawk, Heritage, Rushton</td>
<td>$2,400.00</td>
<td>$2,400.00</td>
<td>$4,800.00</td>
</tr>
<tr>
<td>(10 meals/wk &amp; $525 Roo Express, 14 meals/wk &amp; $375 Roo Express, or 19 meals/wk &amp; $250 Roo Express)</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Kennedy Hall</td>
<td>$1,800.00</td>
<td>$1,800.00</td>
<td>$3,600.00</td>
</tr>
<tr>
<td>(7 meals per week &amp; $600 Roo Express)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commuter Meal Plan – optional</td>
<td>$599.00</td>
<td>$599.00</td>
<td>$1,198.00</td>
</tr>
<tr>
<td>(5 meals per week)</td>
<td></td>
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</tr>
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</table>

#### Housing

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>1st Semester</th>
<th>2nd Semester</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smith, Mohawk, Heritage, and Rushton Residence Halls</td>
<td>$3,450.00</td>
<td>$3,450.00</td>
<td>$6,900.00</td>
</tr>
<tr>
<td>Double Room (standard)</td>
<td>$3,050.00</td>
<td>$3,050.00</td>
<td>$6,100.00</td>
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<tr>
<td>Suite Room</td>
<td>$3,850.00</td>
<td>$3,850.00</td>
<td>$7,700.00</td>
</tr>
<tr>
<td>Single Room</td>
<td>$5,100.00</td>
<td>$5,100.00</td>
<td>$10,200.00</td>
</tr>
<tr>
<td>Kennedy Hall</td>
<td>$4,600.00</td>
<td>$4,600.00</td>
<td>$9,200.00</td>
</tr>
<tr>
<td>Kennedy Hall (double)</td>
<td>$4,050.00</td>
<td>$4,050.00</td>
<td>$8,100.00</td>
</tr>
<tr>
<td>Laundry Fee</td>
<td>$50.00</td>
<td>$50.00</td>
<td>$100.00</td>
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</table>

***Students housed in triple rooms pay the standard double room rate and are credited the prorated difference between the double rate and the triple rate three times throughout the semester. If the third roommate leaves the room the remaining occupants will no longer receive the triple room credit.

### Fees

#### Comprehensive Student Fee

The comprehensive Student Fee is charged to all degree students and consists of the following fees:

- **College Fee** – (mandatory) Fee required by all State-operated campuses.
- **Athletic Fee** – (mandatory) Supports all athletic programs.
- **Health Fee** – (mandatory) Supports the campus health Center. Students can use the health center for minor illness/injuries with no additional charge.
- **Technology Fee** – (mandatory) Supports the campus technology infrastructure and continued improvement of computer systems, classroom technology, wireless connections and technical help.
- **Student Activity Fee** – (mandatory) supports a wide range of activities that take place on campus for educational and entertainment purposes.
- **Transcript Fee** – (mandatory) Covers cost of all transcript requests for the student now and in the future.
- **Alumni Fee** - (optional) Supports the College Alumni Association. Alumni services include: scholarships, gatherings, alumni weekend, and the alumni newsletter. (Instructions for waiver of fee on college billing instructions.)
- **Fitness Fee** – (optional) Provides unlimited use of the campus fitness center. (Instructions for waiver of fee on college billing instructions.)

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*See description below. ** Resident students are required to purchase the Meal Plan.*
Tuition and Fees

LATE REGISTRATION FEE

Should a student fail to register by the appropriate deadline, a $50 late registration fee will be assessed.

LATE PAYMENT FEE

Should a student fail to process a bill by the appropriate deadline, a $40 late payment fee will be assessed. This includes those checks used as payment of fees on or before a registration but returned by the bank as unpaid after registration day. A $20 charge will be assessed for each check used for payment of fees which has been returned from a bank as unpaid.

BILL PAYMENT

Your student bill is required to be paid by the bill due date indicated on the semester bill. Bills received after these dates will be subject to a $40 late payment fee and cancellation of class schedule and room assignment. If you wish to request a special deferment for payment, you should make arrangements with the Student Service Center BEFORE the bill due date. All deferrals must be paid in full by the end of the semester for which it was made. Students not meeting the terms of their deferment may be subject to penalty during the semester. Penalties include, holds on accounts for transcripts, holds on meal plans and Roo Express credit, and possible suspension.

FINANCIAL AID REFUNDS

Refunds for those students who have a credit on their account from financial aid will begin with the fourth week after school begins. Refunds will be forwarded to Higher One to whatever refund option the student has chosen with their Higher One account. Additional information for new students on the Higher One accounts will be sent prior to the start of school. Students may check their account statuses may be checked at their UCanWeb account.

DROP/ADD FEE

A fee of $20 will be assessed for each Drop/Add Form processed beginning the second week of classes. Exceptions to this fee are noted in the Student Handbook.

IDENTIFICATION CARD REPLACEMENT CHARGE

An original identification card is provided at no charge. A $15 charge will be assessed to replace the card.

ACCIDENT & SICKNESS INSURANCE

Medical insurance coverage is mandatory for full-time students not covered by other insurance but OPTIONAL for part-time students. If your enrollment status changes from full-time to part-time (for any reason), you are not charged automatically for domestic health insurance. As a part-time student, you must request coverage if you want it, in writing, at the Student Service Center. All full-time students are charged for health insurance unless a waiver is submitted online to the insurance company before the end of the first week of school. Waivers must be completed each semester as part of the tuition billing process.

MEAL TICKET REFUND

Refunds will only be allowed for withdrawal from school or academic dismissal. Refunds due to the removal of a student from the residence hall for either academic or disciplinary reasons is at the discretion of College Association management.

Tuition and Fees

The following fees are non-refundable:

- College Fee, Orientation Fee, Alumni Fee, Placement Fee, International Health Insurance, Vehicle Registration Fee.

ACCIDENT AND SICKNESS INSURANCE

Except for medical withdrawal due to a covered injury or sickness, any student withdrawing from school during the first 31 days of the period for which coverage is purchased shall not be covered under the policy and a full refund of the premium will be made. After such 31 days, all students will remain covered under the policy for the full period for which premium has been paid, and no refund will be allowed.

Insured persons entering the Armed Forces of any country will not be covered under the policy as of the date of such entry. A pro-rata refund of premium will be made for such person upon written request received by the company within 90 days of withdrawal from school.

MEAL TICKET REFUND

Refunds will only be allowed for withdrawal from school or academic dismissal. Refunds due to the removal of a student from the residence hall for either academic or disciplinary reasons is at the discretion of College Association management.

The refund will be based on the point value of the meal plan less a 15% (fifteen percent) fee for processing and administration charges when the refund is approved and the check is drawn. The refund will be based on the official date of withdrawal or dismissal as recorded by the Student Service Center.

Students who advance register, but who do not subsequently attend the College, will receive a full refund of their entire dining meal plan payment. Transfers of funds from one student’s account to that of another student are not permitted.

Tuition/Fee Reductions Due to Withdrawal

TUITION

Reduce as follows:

<table>
<thead>
<tr>
<th>Cancellation During</th>
<th>Reduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>First week</td>
<td>100%</td>
</tr>
<tr>
<td>Second week</td>
<td>70%</td>
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<tr>
<td>Third week</td>
<td>50%</td>
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<tr>
<td>Fourth week</td>
<td>30%</td>
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<tr>
<td>Fifth week</td>
<td>0%</td>
</tr>
</tbody>
</table>

The first that day that classes are offered, as scheduled by the campus, shall be considered the first day of the semester. The first week of classes for purposes of this section, shall be deemed to have ended when seven calendar days, including the first day of scheduled classes, have elapsed.
HOUSING: RESIDENCE HALL
Upon official withdrawal from the College, residence hall reductions are on a percentage basis as follows:

<table>
<thead>
<tr>
<th>Cancellation During</th>
<th>Reduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>First week</td>
<td>100%</td>
</tr>
<tr>
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<tr>
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<td>50%</td>
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<tr>
<td>Fourth week</td>
<td>30%</td>
</tr>
<tr>
<td>Fifth week</td>
<td>0%</td>
</tr>
</tbody>
</table>

Residence hall opening day shall be considered the first day of the semester. Seven calendar days later will be deemed the end of the first week for refund purposes.

LAUNDRY FEE
Non-refundable.

TITLE IV REFUND POLICY
Under Federal Financial Aid rules, the college recalculates Federal* financial aid eligibility for students who withdraw, drop out, are dismissed or take a leave of absence prior to completing 60% of a semester. Recalculation is based on the percent of earned aid using the following formula:

\[
\text{Percent earned} = \frac{\text{Number of days completed up to the withdrawal date}}{\text{total days in the semester (including weekends and breaks under five days)}}
\]

Federal financial aid is returned to the federal government based on the percent of unearned aid using the following formula:

\[
\text{Aid to be returned} = (100\% - \text{percent earned}) \times \text{the amount of aid disbursed toward institutional charges.}
\]

When aid is returned, the student may still owe a balance to the College. The student should contact the Student Service Center to make arrangements to pay the balance. Also note that students who cease attendance but do not officially withdraw will be considered an unofficial withdrawal and a recalculation of federal aid eligibility will be done assuming completion of only 50% of the semester.

* Federal financial aid includes Federal Pell Grant, SEOG Grant, Perkins Loan, Direct Student Loan—subsidized and unsubsidized, and the Direct PLUS Loan.

**Withdrawal Date is defined as the date the student indicated their intent to withdraw or the midpoint of the semester for a student who leaves without notifying the College.

TIME PAYMENT PLAN
To set up monthly payments, SUNY Canton recommends the TuitionPay Plan from HigherOne. This plan allows you to pay the balance of your bill over a ten-month period for an academic year or five months for a semester. There is no interest just an enrollment fee of $35/semester or $55/full year plan. Please direct questions regarding TuitionPay to: (800) 635-0120 or sign up directly at www.tuitionpayenroll.com or use the links on our billing screens at the UCanWeb account.
Financial Assistance

SUNY Canton offers a comprehensive program of financial assistance to help students and their families meet the costs of a quality college education. Approximately 85 percent of degree students attending SUNY Canton receive some form of financial assistance.

The following information is provided as a general reference to financial aid at SUNY Canton and is based on statutes, regulations and policies current at the time this Academic Catalog was prepared for publication. These descriptions are, however, subject to change. Thus, it is recommended that candidates for admission and current students contact the Student Service Center, SUNY Canton, 34 Cornell Dr., Canton, New York 13617, telephone (315) 386-7616 or toll free at (800) 388-7123 or email at finaid@canton.edu.

STUDENT SERVICE CENTER

The Student Service Center at SUNY Canton exists to provide personal assistance to students and parents on a one-to-one basis from the time of initial inquiry until the completion of a student’s program of study. Every effort is made to insure that qualified and deserving students are not denied the benefits of a SUNY Canton education on the sole basis of financial need. Financial aid at SUNY Canton is awarded based on need, without regard to sex, race, age, color, creed, national origin, disability or handicap.

FINANCIAL AID OFFICE MISSION

The mission of the Financial Aid Office is:

- Provide personal assistance regarding the financial aid process to students and families on a one-to-one basis.
- Provide education to students and families on all financial aid options.
- Develop administrative processes designed to provide the best customer service and efficiency for students and families.
- Strive to ensure, to the extent possible, that students are not denied the benefits of a SUNY Canton education on the sole basis of need.
- Maintain a caring and highly knowledgeable staff to assist in this mission.

STUDENT/PARENT RESPONSIBILITY

The federal financial aid system is based on the belief that it is first the family’s responsibility to contribute to the costs of the student’s college education, to the extent that the family is financially able. Determining what the family can contribute is accomplished by having the student complete the Free Application for Federal Student Aid (FAFSA) which assesses the family income and assets.

If the determination is made that the family resources are not sufficient to meet the total cost of education, SUNY Canton may help meet the student’s need through some combination of its own aid funds and those funds available from other public or private sources. If it is determined that the family’s resources are sufficient to meet the yearly college costs, or additional help is needed, the student, although ineligible for regular forms of aid, may qualify for some non-need-based assistance. Non-need-based aid and alternative methods of meeting college costs will be discussed later in this section.

INDEPENDENT/DEPENDENT STATUS DETERMINATION

The criteria that is used to determine whether a student is considered dependent or independent differs for federal and state aid. If a student meets the federal independency criteria, then federal aid eligibility is based on the student’s (and spouse’s, if married) prior tax year income. If a student does not meet the federal independency criteria, then his/her federal aid eligibility is based on the student’s and the parent’s prior tax year income. Other factors, such as assets, family size and number of family members in college figure into the federal aid eligibility.

SUNY Canton adheres very closely to the federally-established independency criteria. We do recognize, however, that there are special cases in which students may not meet the federal independency criteria but may have extenuating circumstances. These students should contact the Student Service Center for further guidance.

Independency criteria for state aid is established in NYS law. The New York Higher Education Services Corporation (NYHESC) in Albany is the agency responsible for determining the student’s dependency status for state aid.

Students over the age of 35 are considered independent for state aid. For students under the age of 35, the state criteria considers whether the student lived/lives with the parent(s), whether the student has been claimed as a tax exemption by the parent(s), and whether or not the student has/will receive financial support from the parent(s) in recent years.

Questions regarding dependency status for federal and/or state aid should be directed to the Student Service Center. Students should be ready to document the information they provide on the aid application concerning their dependency status.
Financial Assistance

Types and Sources of Aid

There are three major types of financial aid: 1) Grants and scholarships, also known as gift aid because this type of aid, in almost all cases, does not have to be repaid; 2) loans, which must be repaid but typically not until the student has left school or dropped below half-time status; and 3) part-time employment, through which the student earns a wage by working on-campus.

There are four major sources of aid: 1) the federal government provides the largest source of funding; 2) the State, most states, including New York, sponsor state grant programs for their residents; and 3) the College itself may be a source of aid, or with scholarship or loan funds that the College has raised. 4) private sources—there are several scholarship and loan programs available to assist students. Refer to the financial aid page of www.canton.edu for more information.

Applying for Financial Aid

Students applying for financial aid at SUNY Canton should be aware of the following application process:

—Each student must complete the following, as soon after January 1 in the year in which they are seeking aid: 1) the Free Application for Federal Student Aid (FAFSA), and 2) the New York State TAP Grant application. Both applications may be completed online at www.fafsa.gov.

For an electronic signature you and your parents should will need to create an FSA ID at https://studentaid.ed.gov/sa/fafsa/filling-out#get-fsaid. You can do this at any time before filing the FAFSA.

—Out-of-state students should check with their state’s higher education agency to determine if they need to complete a separate application to be considered for a grant from their home state.

—Students should be ready to submit signed copies of their and their parents’ prior year income tax forms, if requested by the College’s Student Service Center. Aid eligibility is based on the prior tax year’s income. Therefore, if applying for aid for the 2015-16 year, a family may be asked for signed copies of the 2014 income tax forms.

—Students should research the availability of private scholarships. Visiting a high school guidance office, local library, or the Internet can provide free access to information concerning private scholarships.

—SUNY Canton funds a number of scholarships for freshmen and returning students. Freshmen who meet basic requirements will have application information sent to them. All admitted students with a scholarship application will be considered for scholarship funding and contacted by the Office of Admissions or Development Office if awarded a scholarship. Recipients are typically chosen in the summer prior to the academic year. A listing of current College Foundation Scholarships is available at the end of this section. Questions concerning College Foundation Scholarships should be directed to the Development Office at (315) 386-7127 or Admissions at (315) 386-7123.

—Any outside financial aid awards that a student receives must be included in the award package. If aid adjustments are necessary, loans will be reduced before grand aid or work.

Deadlines

Application deadlines vary from program to program. Since funding from the federal government is limited for the campus-based aid programs (Federal Perkins Loan, Federal Work-Study, and Federal SEOG), these funds are awarded on a first-come, first-served basis, until funds are exhausted. To be considered for these funds, students should submit a FAFSA online at www.fafsa.gov by March 1st. It will take one to three weeks for the processing agency to process the student’s application and forward it to the Student Service Center. We strongly encourage all students to complete and submit their FAFSA before March 1st of each award year.

Basic Eligibility Requirements

All students applying for federal financial aid must meet the following basic requirements:

1. You must be a U.S. citizen or eligible non-citizen (have an alien registration number).
2. You must have a high school diploma or its equivalent (ex., GED). Homeschooled students must have officially completed their program.
3. You must be enrolled as a regular student in an eligible degree program.
4. You must not be in default of any previous student loans or owe a repayment on federal grants.
5. You must maintain satisfactory academic progress in your degree program.
6. All male students must register with Selective Service or be exempt from doing so.
7. You must not have been convicted of possession or sale of illegal drugs for an offense that occurred while you were receiving federal financial aid. More information regarding this requirement is available at the Financial Aid page of www.canton.edu.

Notification of Eligibility

Applications are reviewed by a financial aid advisor. In some cases, the Financial Aid Office will request additional information from the student and family (for example, we may request copies of income tax returns or other income verification). The student
should respond immediately to any requests for information that he/she receives. Once the Financial Aid Office has received all necessary forms and documents from the student, the student’s file is considered complete and ready for notification of aid eligibility.

Students are notified of their financial aid package availability by email and letter. Awards may be accepted or declined online on their student UCANWeb account. Please read instructions and Terms & Conditions carefully.

The Student Service Center begins notifying students of aid eligibility in early March. The process continues as applications are received.

### Special Circumstances

If you feel that you have a special circumstance that needs to be taken into consideration for financial aid eligibility, we may be able to recalculate your eligibility within federal guidelines. You may download and complete a Special Conditions Form at www.canton.edu. Click on Financial Aid, then on Forms and Worksheets. If your special circumstance involves your dependency status for the FAFSA, you may also find the Request for Independence Consideration in the same area.

### Available Federal Programs

Students are automatically applying for these aid programs when they complete the Free Application for Federal Student Aid (FAFSA).

#### Federal Pell Grants

The Pell Grant Program is an entitlement program. It is also a grant program, i.e., no repayment is required. Eligibility and award amount are based on need and determined by the U.S. Department of Education. The Pell Grant may be used for tuition, fees, books, and living expenses. All Pell recipients have a lifetime eligibility limit of 12 full-time semesters. As of 7/1/09 any student who whose parent/legal guardian died in Iraq or Afghanistan will be entitled to the full Pell award.

Currently, awards for eligible students can be as much as $5775.00. The amount of the award will be affected by costs of attendance and full- or part-time enrollment status. The Pell Grant does not duplicate the State awards.

Pell recipients must continue to make satisfactory academic progress in the program in which they are enrolled. Students who possess a bachelor’s degree are ineligible for a Pell Grant.

Students must file the FAFSA to determine Pell Grant eligibility.

#### Federal Supplemental Educational Opportunity Grants (FSEOG)

The applicant must have financial need and be eligible for a Pell Grant. FSEOG, like PELL, is a grant program, i.e., no repayment is required. Students who possess a bachelor’s degree are ineligible for FSEOG.

Currently, typical annual FSEOG awards range from $200 to $1,500 depending on funding. Recipients must continue to make satisfactory academic progress in the program in which they are enrolled.

#### Federal Perkins Student Loan

Loans are offered to high-need students who are enrolled on at least a half-time basis. This is a limited fund which is awarded on a first-come, first-served basis.

The maximum amount which can be borrowed on an annual level is currently at $2,000 for most SUNY Canton students. An undergraduate student cannot borrow more than $9,000 total. Loans are repaid beginning nine months from the time the student ceases to be enrolled at least on a half-time basis. Students borrow at a 5% fixed interest rate and have up to ten years to repay. Payment may be deferred for up to three years or forgiven for certain categories of borrowers. Certain jobs in law enforcement and education may qualify borrowers for partial or full cancellation of the loan debt.

All Perkins Loan recipients are required to complete an electronic promissory note before the loan can be disbursed. An exit interview is required before leaving the College so that their rights and responsibilities concerning their loan may be explained to them. Specific information may be obtained from the Student Service Center.

**PLEASE NOTE: The Perkins Loan Program is scheduled to end on October 1, 2015 unless Congress intervenes prior to that date. As of now, any new borrowers awarded in 2015-16 must have all requirements completed by September 1st to have the 2015-16 award disbursed but will not be eligible for future years. You may contact your Congressperson to advocate for keeping this important loan program.**

#### Federal Work-Study Program

Through the FWS Program, the College makes employment reasonably available to eligible students who have demonstrated that they are in need of financial assistance. In the event that more students are eligible for FWS than there are funds available, preference is given to students on a first-come, first-served basis. At least 7% of funds must be used for community service jobs both on and off campus.

The starting salary is usually set at minimum wage. Currently, a typical annual award is worth $1,200 which means that the student would work approximately five-hours per week to earn his/her full award.

FWS recipients must continue to make satisfactory academic progress in the program in which they are enrolled.

#### Federal Direct Stafford Student Loan (Subsidized)

This is a program that allows students to borrow funds from the federal government.
The first step in applying for a Stafford Loan is to complete the Free Application for Federal Student Aid (FAFSA) since students applying for a Stafford Loan need proof that they have first applied for the federal Pell Grant. The College will notify the student of his/her eligibility for a Stafford Loan on the award notice. (Please note that not all students are eligible for a Subsidized Stafford Loan; the College's Student Service Center determines loan eligibility.)

To be eligible, a student must be a U.S. citizen or eligible non-citizen and be enrolled or admitted on at least a half-time basis. Once again, the student must demonstrate need for the loan as evidenced on a processed FAFSA.

A SUNY Canton student may be eligible to borrow no more than $3,500 as a freshman and no more than $4,500 at the sophomore level. Once full junior status is achieved in a bachelor's program you may borrow up to $5,500/year. The interest rate is currently fixed at 4.29% as of 7/1/15. Principal and interest are deferred during the time that the student is enrolled on at least a half-time basis. Borrowers have up to ten years to repay and repayment begins six months after the student ceases to be enrolled on at least a half-time basis. Students are eligible for the interest subsidy for up to 150% of their program length. If students do not graduate within the 150% timeframe the loans become unsubsidized. Payment of the principal may be deferred for up to three years for certain categories of Public Health Service officers, the temporarily disabled, those in internships required before entering a profession, and Peace Corps or Vista volunteers.

All Federal Stafford Loan recipients are required to attend an entrance interview and complete an electronic promissory note before receiving the first Stafford Loan disbursement. Both can be done online at www.studentloans.gov. Before leaving the College, all Stafford Loan recipients are required to attend an exit interview. The purpose of these interviews is to inform the student of his/her rights and responsibilities concerning the loan, to be sure that the student is aware of what borrowing entails, to be sure that the student understands the consequences of not repaying the loan, and to be sure that the student is clear on the repayment terms of the loan and who the loan will be repaid to, as well as the amount of loan borrowed. Questions concerning loan entrance, exit interviews, or promissory notes should be directed to the Student Service Center.

FEDERAL NON-NEED BASED LOAN PROGRAMS

FEDERAL DIRECT STAFFORD STUDENT LOAN (UNSUBSIDIZED)

Most terms and conditions of the unsubsidized loan are the same as for the subsidized loan except that interest is a fixed 4.29% as of 7/1/15 and accrues while the student is in school. Loan limits for dependent students cover the cost of attendance minus any aid received, up to the limits of the subsidized Stafford Loan (that is, a dependent freshman cannot borrow more than $3,500 in a combination of subsidized and unsubsidized, while a dependent sophomore cannot borrow more than $4,500, and a dependent junior/senior cannot borrow $5,500). An independent freshman cannot borrow more than $7,500 between the subsidized and unsubsidized Stafford Loans. An independent sophomore cannot borrow more than $8,500 between the subsidized and unsubsidized Stafford Loans. Independent juniors and seniors in the BT program can borrow up to $10,500 between subsidized and unsubsidized loans. As of 7/1/08, all students are eligible for an additional $2,000 in unsubsidized Stafford Loan. The total of the student’s unsubsidized loan, and the other aid/resources that the student will be receiving, can never exceed the total cost of attendance. Accrued interest may be paid or added to the loan (capitalized) as agreed by the borrower and the federal government. The first step in being considered for an unsubsidized loan is to complete the Free Application for Federal Student Aid (FAFSA).

FEDERAL DIRECT PARENT LOAN FOR UNDERGRADUATE STUDENTS (DPLUS)

This is a program that allows parents to borrow funds from the federal government. Under DPLUS, the parent is the borrower and if eligible, (these loans are subject to a credit check) may borrow up to the difference between the yearly cost of attendance and the student’s other yearly financial aid.

Interest on the principal is fixed at 6.84% beginning 7/1/15. Repayment of a DPLUS Loan begins 60 days following receipt of the loan’s second disbursement. Parents may request a deferment of payments from the loan servicer until the student is out of school.

It is also important to note that the parent and student must be U.S. citizens or eligible non-citizens, and neither can be in default on a prior student loan or owe a refund on a federal grant in order to be considered for a DPLUS loan. In addition, the student must be: 1) accepted or enrolled in an eligible program leading to a degree or certificate; 2) be enrolled on at least a half-time basis; 3) maintain satisfactory academic progress if currently enrolled; and 4) show compliance with applicable Selective Service requirements. The promissory note for the DPLUS can also be done online through the financial aid page of our website.

FEDERAL AID TO NATIVE AMERICANS (BIA GRANT)

To be eligible for consideration a student must: 1) possess one-fourth or more degree Indian blood and be certified by their Tribe, 2) be a member of a Tribe, 3) be enrolled (or accepted for enrollment) on a full-time basis in a program which will lead to a four-year degree, and 4) have a definite financial need after all other sources of financial assistance have been applied.
Application forms may be obtained from a liaison office of the U.S. Bureau of Indian Affairs. The application deadline is July 15 for the Fall Semester/academic year and October 15 for students beginning their studies in the Spring Semester. Please note that students should first complete the Free Application for Federal Student Aid (FAFSA). Students must reapply for federal Native American aid each year and must meet certain academic standards to continue to receive the grant.

AVAILABLE STATE PROGRAMS

TUITION ASSISTANCE PROGRAM GRANT (TAP GRANT)

To apply, follow the procedure detailed in “Applying for Financial Aid.”

The TAP Program is an entitlement program, and no repayment is required as it is a grant. To be eligible for consideration, the student must be: 1) a New York State resident (as defined by the New York Higher Education Services Corporation’s residency policy) and a U.S. citizen or eligible non-citizen, 2) be enrolled on a full-time basis (at least 12 credit hours per semester), 3) certain students may be eligible if enrolled part-time. Eligibility for TAP is based on the family’s prior year New York State taxable income figure and also considers the family’s prior year New York State Education Unit, along with the supporting documentation required. This is an entitlement program, with neither a qualifying examination nor a limited number of awards, and repayment is not required. There are application deadline dates.

SUNY TUITION CREDIT

If a student’s semester tuition is at least $3235 and they have a TAP award they will also receive a SUNY Tuition Credit.

OTHER AWARDS/SCHOLARSHIPS SPONSORED BY NEW YORK HIGHER EDUCATION SERVICES

The New York Higher Education Services Corporation sponsors the following awards for special populations:

—Veteran Tuition Awards (VTA)
—Child of Veteran Awards (CV)
—Child of Deceased Police Officer/ Firefighter/Correction Officer Awards
—Memorial Scholarships for Children of Deceased Police Officers and Firefighters
—NYS Achievement and Investment in Merit Scholarship (NY-AIMS)

In addition to completing the FAFSA, students who wish to be considered for any of the above awards must also complete the New York State TAP Grant Application and NYS scholarship application. Typically, if a TAP award is received in addition to any of the above awards, the combined award can be no greater than the cost of tuition. Recipients must be in good academic standing in the program in which they are enrolled.

For more specific information concerning the above state awards, contact the Financial Aid Office or the New York Higher Education Services Corporation, (HESC) at http://hesc.ny.gov/.

NEW YORK STATE AID TO NATIVE AMERICANS

Application forms may be obtained from the Native American Education Unit, New York State Education Department, Albany, NY 12230. The completed application should be forwarded to the Native American Education Unit, along with the supporting documentation required. This is an entitlement program, with neither a qualifying examination nor a limited number of awards, and repayment is not required. There are application deadline dates.

The award is $1,000 per year for a maximum of four years of full-time undergraduate study (five years where a fifth year is required for completion of degree requirements). Awards are not provided for study in remedial programs.

Students are responsible for notifying the Native American Education Unit in writing of any change in student status. Students must also submit semester grades, at the end of each semester, showing satisfactory progress toward completion of degree requirements.

EDUCATIONAL OPPORTUNITY PROGRAM (EOP)

This program operates in the State University of New York and is designed to provide access to post-secondary education to educationally- and economically-disadvantaged students. It is a comprehensive program in which financial assistance is one possible component along with special counseling, tutoring, and remedial course work.

Application is automatic via the SUNY Application for Admission. An applicant must be:

—A New York State resident;
—Academically disadvantaged according to definitions promulgated by SUNY;
—Economically disadvantaged according to guidelines approved by the Board of Regents and the Director of the Budget. Students who apply for the EOP Program will be required to provide documentation of total family income to ensure that they meet prescribed income guidelines prior to admission in the EOP Program.

The amount of financial assistance and other support provided to EOP students is dependent on need as determined by SUNY Canton, using NYS regulations and budget approval.
EMPIRE STATE
DIVERSITY HONORS
SCHOLARSHIP PROGRAM
The SUNY Canton/Empire State Diversity Honors Scholarship program provides assistance to students who have demonstrated high academic achievement and have overcome a disadvantage or other impediment to succeed in higher education. Individuals selected to receive these scholarships must:
—Be residents of New York State;
—Have been accepted for enrollment or be enrolled in a degree program.
Selection from each year’s eligible applicants is made by the College Scholarship Committee in accordance with the following criteria:
—Financial need;
—If accepted for admission to the College, the prospective eligible student must have earned at least an 80% average for the first three and one-half years of high school;
—If enrolled at the College, each recipient must have at least a 2.75 cumulative grade point average;
—While it is the intent that the recipient will continue to receive such support while enrolled, support will be withdrawn if the students cumulative grade point average is lower than 2.50.

Further information concerning this program is available from the Financial Aid Office or the Development Office.

AID FOR PART-TIME STUDY (APTS)
This program provides tuition assistance for part-time undergraduates enrolled in degree or certificate programs in New York State. To be eligible for consideration, a student must: 1) be registered for at least 3 but less than 12 semester hours; 2) be working toward an undergraduate degree or be enrolled in a registered certificate or approved degree program; 3) be in good academic standing; 4) be a New York State resident and a U.S. citizen or eligible non-citizen; 5) have tuition charges of at least $100 per year.

Eligibility is based on the family’s prior year New York Taxable Income figure. Dependency status for the APTS program considers whether the student was eligible to be claimed as a tax exemption by his/her parents in the prior tax year.

The amount of APTS awards range from $75 to $400 or more per semester depending on the College’s yearly allocation from the State. An award amount cannot exceed the tuition charges.

Specific questions concerning the APTS award may be directed to the Student Service Center. Funding for this program is very limited so students are encouraged to apply early. Application can be found in the Part-Time Students link on the Financial Aid page of www.canton.edu.

CANTON COLLEGE FOUNDATION
SCHOLARSHIPS AT SUNY CANTON
Most of the financial assistance available at SUNY Canton is awarded on the basis of an individual student’s financial need as determined by universally applied formulas. However, there is an increasing number of awards through state and the Canton College Foundation funding which recognize special characteristics and accomplishments of our students and incoming freshmen. Some, once awarded, are renewable if the student’s special characteristics and academic performance merit, as specified in the award.

Awarding Policy:
Only accepted students who have completed the scholarship application will be reviewed for scholarship.
Only scholarship applicants with an 85 G.P.A. or higher will be considered.
Scholarships will be awarded based on merit and need with the consideration of criteria specific to each scholarship.
Review will begin at the end of February with an aim to award the majority of scholarships by the end of March.
Applicants who have completed the scholarship form before the Priority Deadline of March 1st will be reviewed with precedence.
Applicants who achieve a 40 or higher on the Scholarship Rubric will be reviewed in priority.
Award recipients will be notified with an award letter noting the amount, outlining the stipulations to maintain the award and the number or years/semesters that the amount will be provided. The award will show up in the student’s financial package.
Available scholarships and their award criteria are listed herein.

STATE AWARDS:
Presidential Scholarship
-Awarded to a first-time students
-$5,000 annual value
-Minimum HS GPA of 94
-Campus residency required
-Renewable up to four years with GPA requirement of 3.0

Excellence Scholarship
-Awarded to a first-time students
-$3,600 annual value
-Minimum HS GPA of 92
-Campus residency required
-Renewable up to four years with GPA requirement of 3.0

Leadership Scholarship
-Awarded to a first-time students
-$2,500-$3,500 annual value
-Minimum HS GPA of 90
-Renewable up to four years with GPA requirement of 3.0
North Country Educational Scholarship
- Awarded to first-time students
- $1,500-$2,500 annual value
- Minimum HS GPA of 87
- Renewable up to four years with GPA requirement of 3.0

Grasse River Educational Scholarship
- Awarded to first-time students
- $1,000-$2,000 annual value
- Minimum HS GPA of 85
- Renewable up to four years with GPA requirement of 3.0
- Need Eligible

1906 Scholarship
- Awarded to first-time students
- $800-$1,500 annual value
- Minimum HS GPA of 85
- Renewable up to four years with GPA requirement of 3.0
- Need Eligible

Alumni Scholarship
- Awarded to first-time students
- $500-$1,000 annual value
- Minimum HS GPA of 85
- Renewable up to four years with GPA requirement of 3.0
- Need Eligible

Transfer Merit Scholarship
- $1,000 annual value
- Minimum transfer GPA of 3.0
- Renewable up to two years with GPA maintenance of 3.0
- Need Eligible

Part-Time Scholarship
- $75-$200 per credit hour
- Minimum transfer GPA of 3.0
- Renewable up to two years with GPA maintenance of 3.0

CANTON COLLEGE FOUNDATION SCHOLARSHIPS:

AAUW Memorial Scholarship
- Non-traditional student, with preference to women
- Math/Science-related field
- 2.5 or better GPA
- Leadership potential and community service
- Financial need

Alumni Legacy Scholarship
- Entering freshman student
- Child or grandchild of alumnus
- Academic potential, as demonstrated by high school performance
- Financial need

Anderson-André Endowed Scholarship
- Entering freshman student
- Liberal Arts and Sciences: Chemistry option or Veterinary Science Technology curriculum
- St. Lawrence, Jefferson, or Lewis County resident
- Preference to graduates of Beaver River or Canton Central School

Timothy M. and Mary Lou Ashley Family Endowed Scholarship
- Students in one of the following areas: Criminal Justice, Business Administration, or Liberal Arts
- To provide assistance to worthy individuals who appreciate the value of a quality education

Alice Westaway Bagley Endowed Scholarship
- Nursing and allied health
- St. Lawrence County resident

Rachael M. and Leon E. Bagley Endowed Scholarship
- Freshman to be retained
- Preference to, but not restricted to, students from Madrid-Waddington or Edwards-Knox Central Schools

Baldwinsville High School Class of 1957 Scholarship
- Entering freshman from C.W. Baker High School, Baldwinsville, New York
- Air Conditioning Engineering Technology curriculum
- Other curriculums, if only one eligible Air Conditioning Engineering Technology student enrolls
- Students may retain scholarship

Patricia M. Barr ’44 and Bernard P. Raymo ’32 Endowed Scholarship
- Continuing student
- Business curriculum
- Graduate from Canton Central, Clifton-Fine Central, or Massena Central High Schools

James D. Bartholomew Endowed Scholarship
- Entering freshman student
- Preference given to a graduate of Massena Central School or Madrid-Waddington Central School
- Construction Technology: Management or a related engineering curriculum

Alumni Association Scholarship
- Returning senior student
- Minimum 2.5 GPA
- Service to college community
- Financial need

Dr. Adelord S. and Sylvia H. Blanchard Endowed Scholarship
- Returning senior student
- Business Administration curriculum
- Preference to candidates intending to pursue a baccalaureate degree in business

Leland Blewits Family Endowed Scholarship
- Entering freshman student
- Automotive Technology curriculum
- Demonstrates potential for success

Bridge to Success Endowed Scholarship
- Established by R. Peter Heffering ’51
- Assist students who have exhausted all their options for scholarships, loans, and other funds
- No curriculum restrictions

Goldie Burgess Endowed Scholarship
- Financial need

Bobbi Butler Burnham Endowed Scholarship
- Liberal Arts associate or bachelor degree program
- Preference will be given to anyone with a surname of Sharlow, Butler, or Burnham but not limited to those aforementioned names
- The scholarship is renewable for the following year of study providing that the student has maintained a 3.0 grade point average

Bobbi Butler Burnham Endowed Scholarship
- Financial need

Bobbi Butler Burnham Endowed Scholarship
- Returning senior student
- High school record exemplary
- Business curriculum
- Financial need

Canton Area Zonta Club Scholarship
- Returning senior student
- Resident of Town of Canton or, secondly, St. Lawrence County
- Single parent with potential for success
- Financial need

Canton-Potsdam Hospital Scholarship
- Canton-Potsdam Hospital employee in the Nursing program
- Selected by the employer
Dr. Solomon Cook Endowed Scholarship  
—Native American  
—Either freshman or senior  
—Preference to students from the Akwesasne St. Regis Mohawk Reservation or graduate of Salmon River Central School  
—High school average of B or better  
—Financial need  

Coombs-Muscarella Endowed Scholarship  
—Entering freshman student  
—Active in extracurricular activities  
—Demonstrated leadership skills during high school  

William C. Cooper Endowed Scholarship  
—Entering freshman student  
—Business or Computer Information Systems curriculum  
—Resident of St. Lawrence or Otsego County  
—Highly-motivated, industrious student  
—Active in extracurricular activities  
—Financial need  

Corning Foundation Endowed Scholarship  
—Entering freshman student  
—Electrical Engineering Technology curriculum  
—Graduate of a St. Lawrence County high school  
—Preference to women and minorities  

Gregory W. Coughlin Annual Scholarship  
—Entering freshman student  
—Graduate of St. Lawrence Central School  
—Financial need  

William Demo and Family Endowed Scholarship  
—Entering freshman student  
—Graduate of St. Lawrence Central School  
—Financial need  

The Euroto Family Endowed Scholarship  
—Non-traditional (over 21 years of age) student majoring in a certificate, associate, or bachelor degree program  

Professor Dr. Thomas and Virginia Duda Memorial Scholarship  
—Two- or four-year non-traditional student  
—Minimum 2.0 GPA  
—Business curriculum  

Duka Family Scholarship  
—Entering freshman from Clinton County  
—Preference to Seton Catholic High School, Plattsburgh High School, or other Clinton County school  
—Strong interest and passion for Business; leadership skills in student, community, or religious activities  

The Euroto Family Endowed Scholarship  
—Non-traditional (over 21 years of age) student majoring in a certificate, associate, or bachelor degree program
Financial Assistance

The Betty Evans Endowed Scholarship in Memory of Perry Evans ’75
—Entering or continuing student from an agricultural background who is enrolled in either a two- or four-year program
—Preference will be given to students who have had experience in 4H or a member of FFA

William J. and JoAnne M. Fassinger Endowed Scholarship
—Transfer student from a New York State two-year learning institution
—Enrolled in Criminal Investigation
—Financial need

George and Eileen Fay Endowed Scholarship
—Entering freshman student
—Graduate of Massena or Canton Central School
—High school record of good citizenship, extracurricular activities, and academic achievement
—Preference to Business curriculum

Linda Lahey Fay Nursing Award
—Graduating senior student
—Assisted fellow students/faculty members
—Awarded at Nursing Program Pinning Ceremony

Kevin Fear ’87 Endowed Scholarship
—Assist a student who has a learning disability
—Any curriculum

Clement J. Flanagan Endowed Scholarship
—Entering freshman student
—Graduate of Canton Central High School
—Good academic standing
—Involvement in high school/community activities
—Financial need

Robert W. and Helen Flanders Farmer Endowed Scholarship
—Entering freshman student
—Graduate of Tupper Lake High School
—High school record of good citizenship and academic achievement
—Strong motivation to succeed in college
—Financial need

Nicole Fleury Memorial Endowed Scholarship
—Veterinary Science Technology major
—Graduate from a Section X high school
—Must demonstrate leadership, compassion, and a love for animals

David A. Frary and Family Endowed Scholarship
—Returning senior student
—Graduate of a St. Lawrence County high school
—Business curriculum
—Financial need
—Preference to candidates intending to pursue a baccalaureate degree

Albert E. French Endowed Scholarship
—Returning senior student
—Service to college community
—Financial need

Gerlach Family Endowed Scholarship
—Nursing student

Lawrence Germain Endowed Scholarship
—Veterinary Science Technology curriculum
—Financial need

Gilbert, Chadwick, and Christy Investment Club Scholarship
—Continuing student
—Business curriculum

John A. Goetzte Endowed Scholarship
—Returning senior student
—Construction Engineering Technology or Engineering Science

Cleo J. Golding Endowed Scholarship
—Entering freshman student
—Meritorious academic record
—Financial need

Goolden Family Endowed Scholarship
—Entering freshman student
—St. Lawrence, Jefferson, or Franklin County resident
—Preference to candidates from Madrid or Waddington
—Leadership potential and ethical values

Grace Family Nursing Scholarship
—Student enrolled in the Nursing bachelor’s degree program
—Must be enrolled at least 6 credit hours
—St. Lawrence County resident
—Recommended by the Nursing faculty

Dr. Harry E. Howe Endowed Scholarship
—Entering freshman student
—Graduate of Heuvelton Central School
—Earned at least a “B” average through first 3-1/2 years of high school
—Good relationship with teachers and peers
—No history of drug or alcohol abuse
—Financial need

Hirschy Family Business and Accounting Endowment
—Student must be enrolled in a Business or Accounting curriculum
—Resident of Jefferson, Lewis, or St. Lawrence County in that preferential order

John L. Halford, Sr. Endowed and Memorial Scholarship
—Entering freshman student, to be retained with 2.5 GPA
—Good academic standing
—Awarded to a graduate of Gouverneur Central School who is enrolled in a four-year degree program
—Financial need may be considered

John L. Halford, Sr., ’49 Nursing Endowed Scholarship
—Student enrolled in four-year Nursing program
—Currently employed as a nurse in St. Lawrence County or originally from St. Lawrence County

Henning-Keeler Endowed Scholarship
—Students in Liberal Arts/Humanities or technical program
—Meritorious academic record

Heuvelton Central School Alumni Endowed Scholarship
—Entering freshman student
—Graduate of Heuvelton Central School
—Preferential order for students from St. Lawrence or Jefferson County

Lloyd J. ’92 and Paula King ’80 Hurlbut Endowed Scholarship
—St. Lawrence or Jefferson Counties
—Financial need
Financial Assistance

Paula Bouchard Jacques Endowed Scholarship
—Continuing student
—Must have earned “B” or better in Nursing 101
—Establish fellow students in learning
—Demonstrated strong assessment skills, effective communication skills, and respect and caring for elderly client
—Announced at Nursing Program Pinning Ceremony; awarded during following academic year or semester

Charles W. Johnson Endowed Scholarship
—Entering freshman student
—High school academic record meritorious
—Preference accorded to Liberal Arts: General Studies/Undeclared Major or Graphic and Multimedia Design who indicates an interest in majoring in the media
—Financial need

Grace Jones-Vesper Business Scholarship
—Second-year student
—Business Administration curriculum
—Must have maintained a B average
—Preference to a non-traditional student
—Financial need also considered

Betsy B. Kaplan Memorial Endowed Scholarship
—Continuing students in Veterinary Science Technology curriculum
—Must maintain 3.0 GPA cumulative
—To go to students who have demonstrated past involvement in animal welfare, work at a humane society or similar organization, or caring for abused animals in one’s own home.

Jesse Kaufman Endowed Scholarship
—Entering freshman student
—Electrical Engineering Technology curriculum

Catherine M. Kelly Endowed Award for Excellence in Psychiatric Nursing
—Presented annually by the Nursing faculty to a graduating senior Nursing student who has a B or better average
—Demonstrates clinical excellence
—Strong interpersonal relationship skills
—A commitment to nursing of psychiatric clients

E.B. and Gladys Kennedy Endowed Scholarship
—Entering freshman student
—Commitment to community service
—Financial need

Dr. Joseph L. and Dine Kennedy Endowed Scholarship
—Student in a four-year degree program
—Demonstrated high academic achievement in high school or while attending SUNY Canton

Key Bank Annual Scholarship
—Business curriculum
—St. Lawrence County resident

Harry E. King Endowed Scholarship
—Air Conditioning Engineering Technology curriculum or Alternative and Renewable Energy Systems
—85 high school average

Richard C. King Endowed Scholarship
—Returning senior student
—Veterinary Science Technology curriculum
—Good academic standing
—Financial need secondary

Lloyd and Josephine Kingston Endowed Scholarship
—Entering freshman student
—Business curriculum
—St. Lawrence County resident
—Preference to graduate of Canton Central School

Walter R. Kingston Endowed Scholarship for Automotive Technology
—Entering freshman student
—Automotive Technology curriculum
—Preference given to Canton or St. Lawrence County students

Ernest C. Krag Endowed Scholarship
—Entering freshman student
—Liberal Arts-Social Science curriculum
—First preference to a student planning to pursue studies in government and history; second preference to a student from St. Lawrence or Franklin County; third preference to a Native American student

Edwin Krenceski Memorial Scholarship
—Second-year student
—Electrical Engineering Technology curriculum
—Financial need

Nicole A. Lallier Scholarship
—Entering, non-traditional student
—Two- or four-year Nursing student
—Maintain 3.0 GPA
—Financial need

Aaron J. Lasher Endowed Scholarship
—Awarded annually to a deserving student
—One-year Heating & Plumbing certificate, returning student in Air Conditioning Engineering Technology two-year program, or the Alternative and Renewable Energy Systems four-year program
—Preference to Heuvelton Central School graduate, secondly to a St. Lawrence or Jefferson County graduate

Garnett M. Lawrence Endowed Scholarship
—Entering freshman student
—Massena Central High School graduate
—B average
—Good relationships with teachers and peers
—No history of alcohol or drug abuse
—Financial need

Gordon and Beatrice Lawrence Endowed Scholarship
—Entering freshman student
—St. Lawrence Central School graduate
—B average through junior year of high school
—Have good relationship with teachers and peers
—Have no history of alcohol or drug abuse
—Financial need secondary

The Leadership Institute Endowed Scholarship
—Entering freshman student
—Graduate of a St. Lawrence County high school
—85 high school average
—Demonstrate leadership potential by participating in student organizations (Operation Enterprise, High School of Excellence Program, Critical Issues Conference, Boys State or Girls State)
—Accounting/Facilities Management curriculum

Frederick C. and Karen Liebi Endowed Scholarship
—May be awarded to first-year or second-year student
—Awarded to Construction majors first, then to Canino School of Engineering Technology curriculums

C. Ernest and Dorothy B. Lowery Endowed Scholarship
—Returning senior student
—Demonstrate academic excellence
—Financial need

Dr. Earl W. MacArthur Honors Scholarship
—Entering freshman
—Must meet two of the following categories: Top five percent of high school class; 93 or better high school average; combined SAT of 1250 or ACT of 28 or better
—Must maintain 3.25 GPA to retain scholarship

Joyce A. MacArthur/CTC Women Endowed Scholarship
—Returning senior student
—Outstanding scholar
—Demonstrates exemplary college or community service
Financial Assistance

The Dale and Sharon Shelley (Matteson) Major Annual Scholarship
—Financial need

Dr. Michael and Barbara Maresca Family Endowed Scholarship
—Awarded to both an entering freshman and continuing senior in the nursing program
—Preference given to students demonstrating leadership skills and community service
—Preference given to students from Canton-Potsdam Hospital and Massena Memorial Hospital areas

David R. Maynard Endowed Scholarship
—Entering freshman student
—Academic and extracurricular high school activity meritorious
—Financial need

Fulton and Anna McAllister Endowed Scholarship
—Returning senior student
—Nursing curriculum
—St. Lawrence County resident
—Demonstrated academic improvement
—Financial need

Virginia McAllister Endowed Award for Excellence in Nursing
—Graduating senior student
—Nursing curriculum
—Demonstrate academic and clinical excellence and initiative
—Awarded at pinning ceremony

Kenneth R. McDonald/Howland Pump Scholarship
—Either freshman or senior
—Air Conditioning Engineering Technology or Heating and Plumbing curriculum
—St. Lawrence County resident

Robert McKenty and Family Scholarship
—Awarded annually to two students
—Construction-related program
—Financial need

Merriman Family Endowed Scholarship
—Entering freshman student
—High school record, academics, and extracurricular activities with merit
—Graduate of Colton-Pierrepont Central School, Norwood-Norfolk Central School, or Potsdam Central School
—Financial need

Susanne Connick Merritt Endowed Scholarship
—Returning senior student; must have completed two semesters of full-time study at SUNY Canton in a Business curriculum
—Outstanding scholar
—Participation in extracurricular activities on and off campus

Richard W. Miller Endowed Scholarship
—Entering freshman and continuing students
—Electrical Engineering Technology curriculum

Modell Family Endowed Scholarship
—Returning student in Electrical Engineering Technology curriculum
—Preference to student from Onondaga County

Donald M. Morgan Memorial Endowed Scholarship
—Continuing student who is a graduate from Knox Memorial Central School or Edwards-Knox Central School
—Maintain a 2.75 cumulative GPA

Rosanna Mae Moser Endowed Scholarship
—International student
—Enrolled in a Business curriculum
—Financial need

Peter Nevalding Endowed Scholarship
—Entering freshman student
—Engineering Technology or one-year certificate program in Canino School of Engineering Technology
—High academic standing
—Participation in extracurricular activities
—Financial need secondary
—A 3.0 GPA is required first semester to receive the second semester award

New York State Federation of Home Bureaus, Inc., in Honor of Audrey J. Hall Scholarship
—Continuing full-time student
—Early Childhood or Nursing curriculum
—2.85 or better GPA
—Resident of counties where there are organized chapters of New York State Federation of Home Bureaus, Inc.
—Outstanding scholar
—Participation in extracurricular activities

Elsie Lucy (Cole) Norton Endowed Scholarship
—Resident of St. Lawrence County
—Preference to a student from the Canton area
—Early Childhood program
—Maintain the scholarship if GPA is 3.0 or better

—Financial need

John P. Ouderkirk Endowed Scholarship
—Returning senior student
—Canino School of Engineering Technology
—Bachelor’s degree program in Alternative and Renewable Energy Systems, Mechanical Technology, Electrical Technology, or Civil and Environmental Engineering Technology
—Academic performance during freshman year at SUNY Canton meritorious
—Preference accorded to students who have grown through scouting
—Financial need

Dr. William F. Peters Tech Prep Endowed Scholarship
—Entering freshman student
—BOCES graduate
—Preference to Tech Prep participants

Phi Theta Kappa Endowed Scholarship
—Returning senior student
—Must show leadership qualities and have participated in college and community activities
—Must have at least a 3.75 cumulative GPA

E. J. Noble Guild of Canton-Potsdam Hospital Annual Nursing Scholarship
—Second-year Nursing student
—St. Lawrence County resident
—Preference to non-traditional student

Robert A. Noble, Sr., Endowed Scholarship

—Entering freshman student
—Recruit shall be Engineering Technology and Science and performance in and out of classroom exemplary
—Preference to Air Conditioning Engineering Technology/Heating and Plumbing Service
—Financial need

Dr. William F. Peters Tech Prep Endowed Scholarship
—Entering freshman student
—BOCES graduate
—Preference to Tech Prep participants

Phi Theta Kappa Endowed Scholarship
—Returning senior student
—Must show leadership qualities and have participated in college and community activities
—Must have at least a 3.75 cumulative GPA
Financial Assistance

Elaine Claxton Pidgeon Endowed Scholarship
—Entering freshman student
—Nursing curriculum
—Financial need

Plumbing, Heating, and Piping Contractors of Northern New York Endowed Scholarship
—Entering freshman student
—One-year Heating and Plumbing curriculum
—Resident of Jefferson, Lewis, or St. Lawrence County
—Financial need

Harry and Ella Winslow Podgurski Endowed Scholarship
—Entering freshman student
—Canino School of Engineering Technology
—Massena Central School graduate
—Has been a positive member of the high school community
—Financial need

Jean M. Potscher Endowed Scholarship
—Entering freshman student
—Resident of St. Lawrence County
—Good citizenship
—Enrolled in a Business curriculum
—Financial need

Potsdam Hospital Guild Annual Scholarship
—Nursing curriculum
—St. Lawrence County resident

Albert F. and Agnes Powers Luck Endowed Scholarship
—Entering freshman student
—Preference accorded to students from Seton Catholic Central or Plattsburgh High School; second preference to a resident of Clinton, Essex, or Franklin County
—Civil or Construction Engineering Technology curriculum
—Academic potential

Lorence F. Pries Endowed Scholarship
—Entering freshman student
—Electrical Engineering Technology curriculum
—Good academic potential
—Participation in extracurricular activities
—Financial need

Bernard Creighton Regan Endowed Scholarship
—Massena Central School graduate preferred; if not one available, then St. Lawrence County
—Electrical or Air Conditioning Engineering Technology
—Financial need

Gerald E. and Corinne C. Rice Endowed Scholarship
—Entering freshman student
—Canino School of Engineering Technology
—Preference to non-traditional student

Joseph and Carolyne Rich Family Endowed Scholarship
—Jefferson County resident
—Humans Services field - Liberal Arts or Psychology
—Financial need

W. Stanley and Alice E. Richardson Endowed Scholarship
—Entering freshman or returning student in business, health-related, education-related, construction-related or public service
—From either Western New York or Northern New York
—Preference given to student from Orchard Park, Canton, or St. Lawrence Central High Schools
—Open to all qualified traditional or non-traditional students
—Renewable with 3.0 GPA
—Awarded based on merit and character

Rosser Family Annual Scholarship
—Entering freshman or returning student in business, health-related, education-related, construction-related or public service
—From either Western New York or Northern New York
—Preference given to student from Orchard Park, Canton, or St. Lawrence Central High Schools
—Open to all qualified traditional or non-traditional students
—Renewable with 3.0 GPA
—Awarded based on merit and character

John F. Ruitberg Endowed Scholarship
—Entering freshman
—Student from St. Lawrence County
—Business or Liberal Arts-Social Science curriculum
—Financial need

The Saguaro Endowed Scholarship
—Veterinary Science Technology curriculum
—Returning senior student
—Preference to non-traditional student
—Demonstrated financial need

St. Lawrence Gas Endowed Scholarship
—Business or Canino School of Engineering Technology curriculum
—North Country resident
—Financial need

St. Lawrence State Hospital School of Nursing Alumni Association Endowed Scholarship
—Returning senior student
—Nursing curriculum
—Empathy, leadership, patient advocacy
—North Country resident

Jay F. Stone Endowed Scholarship
—Entering freshmen student
—Air Conditioning Engineering Technology
—Financial need may be considered

John H. and Eunice B. Stone Endowed Scholarship
—Senior student
—Preference to part-time student
—Demonstrated financial need

David W. Sullivan Memorial Endowed Scholarship
—Entering freshman student
—Criminal Justice curriculum
—Graduate of a St. Lawrence County high school
—School or community service involvement

SUNY Canton/Empire State Diversity Honors Scholarship
—Entering freshman student
—High school average B or better
—Native American, African American, or Hispanic
—Recipients maintaining a 2.75 GPA may retain the scholarship for a second year of study
—Financial need

W. H. Swart '51 - Veteran Recognition Endowed Scholarship
—Veteran honorably discharged from the US Armed Forces
—Preference to combat veteran wounded in action or child of veteran killed in action
—Unwounded combat veteran
—Veteran graduate from Deposit Central High School
—Veteran who served overseas with no combat action
—Veteran who served in continental United States
—Direct child, nephew, or niece of veteran

SUNY Canton Student Veteran’s Association and John L. Halford, Sr., Endowed Scholarship
—Veteran or spouse/child of a veteran who received an honorable discharged from any branch of the United States Armed Forces

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—Priority ranking for the award should be:
   —Purple heart recipient
   —Combat veteran wounded in action
   —Spouse or child of a veteran killed in action
   —Combat veteran
   —Veteran who served overseas but did not see combat action
   —Veteran who served in the continental United States
   —Direct spouse or child of a veteran

Thompson-Weatherup Family Charitable Foundation Scholarship
—Non-traditional Nursing student
—Entering in the spring semester
—Must have at least one year prior nursing experience
—Resident of St. Lawrence County
—Desires employment after graduation in the North Country

Tiberio Family Endowed Scholarship in Memory of Lena Chadwick
—Student must be enrolled in a business curriculum, including Finance or Management
—Preference will be given to students who are enrolled in Accounting
—High school average must be a 3.0 or higher
—Financial need will be considered

T. J. Toyota and Cloce Family Endowed Scholarship
—Automotive Technology curriculum
—Performance must demonstrate potential for success
—Financial need may be a consideration

Tougher Industries, Inc. Endowed Scholarship
—Entering freshman student
—Air Conditioning Engineering Technology curriculum
—Financial need

Harold C. Town Endowed Scholarship
—Entering freshman student
—Graduate of Norwood-Norfolk Central School
—Meritorious high school record
—Financial need

Carl W. Trainor Family Scholarship Endowment
—Continuing student in the Mortuary Science or Health Science curriculums
—First preference to a resident of Boonville or Lewis County
—Second preference to a North Country resident

The James M. and Charlene Tyler Endowed Scholarship
—Continuing student who had challenges in high school but has excelled academically during first year
—This is a merit award recognizing the change in the student’s performance and accomplishment at SUNY Canton
—Should the student’s performance continue to excel, this scholarship is renewable if the student wishes to earn a bachelor’s degree

William C. Vining and Dr. Judson R. Vining Endowed Scholarship
—Entering student in Nursing program

Arlington Walker Endowed Scholarship
—Returning senior student
—Criminal Justice curriculum
—Resident of St. Lawrence County

John H. Wells Memorial Endowed Scholarship
—Entering freshman student
—Air Conditioning Engineering Technology curriculum or Alternative and Renewable Energy Systems
—Second preference to Heating and Plumbing curriculum

Arthur S. Wheater Endowed Scholarship
—Freshman or senior student
—Veterinary-related curriculum
—Preference to student from Town of Oswegatchie

Guilford White ’68 Endowed Scholarship
—Entering or continuing student in the Canino School of Engineering Technology
—Preference to Civil Engineering Technology or Construction Technology: Management
—Financial need

Frederick S. and Barbara R. ’53 & ’70 Wilder Endowed Scholarship
—Non-traditional student from Northern New York in their second year of Nursing RN degree program or third or fourth year of Nursing Bachelor degree program

Brad Winters Annual Scholarship
—Entering student who is a graduate of Lisbon Central School

Woodcock Family Endowed Scholarship
—Financial need
—Preference to students from St. Lawrence County, then Onondaga County
—Mechanical Engineering Technology curriculum
—Additionally, to students in any curriculum with special preference to women

Satisfactory Academic Progress

Federal Aid
(Federal Stafford Loans, Parent Loans, Perkins Loans, Work-Study, Pell Grant, Seog Grants)

Students receiving financial aid are required to maintain minimum program pursuit and academic progress standards in order to continue to receive assistance. Use the chart below for your degree program to determine your minimum requirements. (Transfer credits are assessed at 12 per semester)

Certificate Programs

<table>
<thead>
<tr>
<th>SEMESTERS COMPLETED</th>
<th>PASSED CREDIT HRS.</th>
<th>CUMULATIVE GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>9</td>
<td>1.25</td>
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<tr>
<td>2</td>
<td>18</td>
<td>1.50</td>
</tr>
<tr>
<td>3</td>
<td>27</td>
<td>1.75</td>
</tr>
</tbody>
</table>

Associate Degree Programs

<table>
<thead>
<tr>
<th>SEMESTERS COMPLETED</th>
<th>PASSED CREDIT HRS.</th>
<th>CUMULATIVE GPA</th>
</tr>
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</tr>
<tr>
<td>3</td>
<td>27</td>
<td>1.75</td>
</tr>
<tr>
<td>4</td>
<td>39</td>
<td>2.00*</td>
</tr>
<tr>
<td>5</td>
<td>51</td>
<td>2.00*</td>
</tr>
<tr>
<td>6</td>
<td>63</td>
<td>2.00*</td>
</tr>
</tbody>
</table>
Financial Assistance

Bachelor Degree Programs

<table>
<thead>
<tr>
<th>SEMESTERS COMPLETED</th>
<th>PASSED CREDIT HRS.</th>
<th>CUMULATIVE GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>8</td>
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<td>2.00*</td>
</tr>
<tr>
<td>9</td>
<td>105</td>
<td>2.00*</td>
</tr>
</tbody>
</table>

*Semester or Cumulative GPA

Academic progress requirements for part-time students will be prorated accordingly.

Additionally, students are required to complete their degree with 150% of a normal timeframe. Attempted hours will vary with required program lengths, see examples below.

Example 1: For a 60 credit hour degree program, you must complete it with 90 attempted hours. (90 attempted Credit Hours/60 Passed Credit Hours = 150%)

Example 2: The Nursing Associate Degree requires 65 credit hours. 65 Passed Credit Hours x 1.5 (150%) = 98 credit hours may be attempted.

Total attempted hours will be used regardless of any program changes that have occurred (switching majors, etc.). Grades of “W” count towards total attempted hours. Repeated courses that were previously passed count only once. Remedial courses that are not credit-bearing do not count in the total attempted hours.

Courses enrolled in each semester must be applicable to the students’ current degree program.

**FAILURE TO MEET MINIMUM STANDARDS (Please be aware that these are not the same as the Probation & Suspensions given out by the Dean’s Offices.)**

**STEP 1 – FINANCIAL AID WARNING**

A student who does not meet the required minimum standards will automatically be given a one-time warning semester. This gives the student an opportunity to correct any deficiencies without losing federal aid eligibility. If a student withdraws from college, they have not met academic progress requirements.

**STEP 2 – FINANCIAL AID TERMINATION**

A student who fails a second time to meet the minimum standards will lose all federal aid eligibility. Eligibility can only be regained once they are again meeting the minimum standards. NOTE: If ALL courses taken while on warning are successfully passed with a 2.0 or better you can continue on warning.

**WAIVER REQUESTS**

If failure to meet standards is due to extenuating circumstances beyond a students’ control, they may apply for a one-time waiver. All waiver applications must include full documentation and will be reviewed by the Financial Aid Director. Approval is not guaranteed. If approved the student will be given an academic plan to maintain eligibility.

**An Academic Suspension from the Dean’s Office overrides this eligibility criteria. Suspended students are ineligible for all financial aid.**

**NEW YORK STATE AID (TAP Grant, SUSTA Grant, APTS Grant)**

Students receiving financial aid are required to maintain minimum program pursuit and academic progress standards in order to continue to receive assistance. Use the chart below to determine your minimum requirements. Note: Eligibility for all EOP funds is determined separately by the EOP Office.

- If you received TAP at another college, be sure to include that in the number of semesters you have received a TAP.
- To calculate the percentage of credits you have completed divide total attempted credits by total earned credits.

**Certificate/Associate Degree Programs**

- **(Remedial Students*)**
  - Remedial Students are EOP Students or any student required to take at least 2 remedial courses with the first two semesters.

<table>
<thead>
<tr>
<th>Semesters TAP Received</th>
<th>Earned Credit Hours</th>
<th>Cumulative GPA</th>
<th>Percentage of Credits Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3</td>
<td>0.50</td>
<td>50%/6 credits</td>
</tr>
<tr>
<td>2</td>
<td>9</td>
<td>0.75</td>
<td>50%/6 credits</td>
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<tr>
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</tr>
<tr>
<td>5</td>
<td>45</td>
<td>2.00</td>
<td>100%/12 credits</td>
</tr>
</tbody>
</table>

**Certificate/Associate Degree Programs**

- **(Non-Remedial Students)**

<table>
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<tr>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>6</td>
<td>0.50</td>
<td>50%/6 credits</td>
</tr>
<tr>
<td>2</td>
<td>15</td>
<td>0.75</td>
<td>50%/6 credits</td>
</tr>
<tr>
<td>3</td>
<td>27</td>
<td>1.30</td>
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**Bachelor Degree Programs**

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**Bachelor Degree Programs**

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<tr>
<td>2</td>
<td>15</td>
<td>0.75</td>
<td>50%/6 credits</td>
</tr>
</tbody>
</table>
who stop attending for more than one year may regain eligibility upon return for one semester (if over 4 prior semesters of TAP you must have a 2.0 overall GPA). Then you must meet academic progress criteria each subsequent semester.

- If a student withdraws from college, they have not met academic progress requirements (automatic).
- APTS recipients who fail to receive a 1.0 (D) in a semester will not be eligible for APTS the following semester, even if otherwise meeting progress requirements.

**WAIVER REQUESTS**

If failure to meet standards is due to extenuating circumstances beyond a students’ control, they may apply for a one-time waiver. All waiver applications must include full documentation and will be reviewed by the Financial Aid Director. Approval is not guaranteed. If approved the student will be given an academic plan to maintain eligibility.

**IMPORTANT THINGS TO KEEP IN MIND**

- Grades of “W” count towards total attempted hours.
- Remedial courses that are not credit-bearing, will not count in the total attempted hours.
- Repeated courses that were previously passed do not count as earned hours for the semester.
- Courses enrolled in each semester must be applicable to the students’ current degree program.
- Repeating any course in which a passing grade has already been received (D or above) will not count for TAP eligibility, unless the college catalog states a higher grade is required. For Federal Aid a course that is passed may be repeated only once.

An Academic Suspension from the Dean’s Office overrides this eligibility criteria. Suspended students are ineligible for all financial aid.

### For Disabled Students as defined by ADA of 1990 (New as of 2015-16)

#### Certificate/Associate Degrees

<table>
<thead>
<tr>
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<td>1.30</td>
<td>50%</td>
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</tr>
<tr>
<td>2</td>
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<tr>
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<td>2.00</td>
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</tbody>
</table>

#### Bachelor Degrees

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<td>50%</td>
<td></td>
</tr>
<tr>
<td>2</td>
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<td></td>
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</tbody>
</table>
RESPONSIBILITIES

FACULTY RESPONSIBILITIES

Faculty members have the responsibility of ensuring an educational environment that promotes academic excellence. All individuals have the right to a positive secure environment, one in which persons can realize their potential as intellectual, social, political, economic and creative beings.

STUDENT RESPONSIBILITIES

It is the students’ responsibility to know and abide by the requirements for their programs and courses published in college publications and course outlines. Further, it is the students’ responsibility to utilize the college environment, resources and professionals therein to meet requirements which shall assist in both academic and personal growth.

SCHEDULING, ATTENDANCE, GRADES, CONDUCT

SCHEDULING

The Registrar prepares a master schedule for each session of the College. The normal college academic day is 8 a.m. to 10 p.m.

The Registrar arranges for and coordinates the preregistration of new and returning students for each semester. Following advisement, continuing students schedule their classes for the subsequent semester through secure access to the online student information system. Students who do not preregister may register for courses on a space-available basis.

Course changes after the first three days of classes shall not be allowed except by petition. Extenuating circumstances should be present and the petition must be signed by the student, the instructor, the advisor or Department Chairperson and approved by the School Dean. All changes will utilize the course change notice (drop/add form).

MAXIMUM STUDENT LOAD

Nineteen credit hours will constitute a maximum course load per semester. Additional hours may be undertaken only with the approval of the Dean of the School in which the student is enrolled.

ATTENDANCE

Students are expected to accept full responsibility for meeting all of the academic requirements for every course in which they are enrolled. Attendance regulations are determined by the faculty of each department based upon their academic requirements for each curriculum and/or course. At the beginning of each semester, instructors of record will clearly state their attendance policy or participation policy in their course syllabi. Dismissal from a course may result from unexcused absenteeism or non-participation. A grade of “F” will be recorded for a student so notified unless the student makes a formal application for withdrawal from that course prior to the semester deadline for withdrawing without academic penalty, consistent with the college withdrawal policy. Forms may be obtained from School Deans’ Offices or online at: www.canton.edu/registrar/withdrawal_form.pdf. Suspension from college may be imposed by the Provost/Vice President for Academic Affairs if absenteeism or non-participation has reached such proportions that further academic progress is not possible, with grades of “F” for courses not completed as of the suspension date.

DEVIAN'T ACADEMIC CONDUCT

The instructor may impose a penalty upon a student evidencing prohibited academic behavior. In those instances where cheating, plagiarism, and/or alteration of academic documents are proven, a student will be subject to a grade of “F” for the specific assignment and/or course. Similarly, a student may be dismissed from a course with a grade of “F” as a consequence of intentional disruption, obstruction or comparable class misconduct. These consequences should be included in the class syllabus. After written notification of the charge by the instructor, students may initiate the academic student grievance procedure if they believe they have proof that the charge is unwarranted.

GRADING AND HONOR DEFINITIONS

A credit hour is defined as three hours work per week per semester in any combination of class, laboratory and outside study time.

PASSING GRADE

A, B+, B, C+, C, D+, D and P are passing grades. The grade considered satisfactory for completion of a course as a prerequisite for subsequent courses or activities will be determined by each department or program and stipulated in the course description.

GRADE POINT AVERAGE

The Grade Point Average is determined by dividing the total grade points earned by the total academic credit hours attempted (not including W’s, I’s, P’s, or Equivalent Credits).

<table>
<thead>
<tr>
<th>Letter</th>
<th>Grade Points per Credit Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00—Excellent</td>
</tr>
<tr>
<td>B+</td>
<td>3.50—Very Good</td>
</tr>
<tr>
<td>B</td>
<td>3.00—Good</td>
</tr>
<tr>
<td>C+</td>
<td>2.50—Above Average</td>
</tr>
<tr>
<td>C</td>
<td>2.00—Average</td>
</tr>
<tr>
<td>D+</td>
<td>1.50—Below Average</td>
</tr>
<tr>
<td>D</td>
<td>1.00 Minimally Passing</td>
</tr>
<tr>
<td>F</td>
<td>0.00—Failing</td>
</tr>
</tbody>
</table>

HONORS LISTS

Honors Lists for each semester will be prepared by the Registrar’s Office and sent to the Office of Public Relations for distribution to the news media. Media releases will not include the names of students who have restricted the release of directory information pursuant to FERPA (p. 53).

President’s Honors Lists will include the names of full-time students who earn
semester GPAs of 3.75 or higher. To be eligible, students must be enrolled in 12 or more credit hours graded A to F.

**Dean's Honors Lists** will include the names of full-time students who earn semester GPAs of 3.25 or higher. To be eligible, students must be enrolled in 12 or more credit hours graded A to F.

**Part-Time Academic Honors Lists** will include the names of part-time matriculated students who earn semester GPAs of 3.25 or higher. To be eligible, students must complete 6 or more credit hours graded A to F.

**MIDTERM GRADES**

1. At midterm, faculty members will submit student grades electronically for all courses they are teaching or supervising via secure access through UCAnWeb, the online student information system.

2. Faculty members may choose to report midterm grades with the same letter grade designations used for course grades; or as S (satisfactory), which indicates a grade of C or better, or U (unsatisfactory). Students will be informed of the faculty member's methods of determining and reporting midterm grades in the course syllabus distributed at the beginning of each semester.

3. All mid-term grades are available to students electronically through secure access to UCAnWeb. Students receiving grades of D+, D, F or U should seek out their instructors/academic advisors to identify the problem, seek additional support services (tutoring labs), and make the necessary improvement.

**STUDENT GRADES**

The permanent record is the official academic record and is permanently filed in the Registrar's Office. Only personnel authorized by the Registrar may have direct access to permanent records.

Final and mid-term grades are available to students online through secure access to UCAnWeb. Final grades will only be mailed to the student's home address by special request to the Registrar's Office. Final grades may be withheld from any student who has a delinquent college obligation.

**INCOMPLETE GRADES**

An incomplete grade may be assigned by a faculty member in cases when, for valid extenuating circumstances (sickness, accident, etc.; all of the required work has not been completed but is otherwise satisfactory. (Unexcused absence from the final exam and/or failure to turn in a final project or paper are NOT extenuating circumstances). Except in unusual cases, the delinquent work should not exceed 10-20 percent of the total required work. An Incomplete Grade Contract must be completed in full, including all signatures, prior to receiving a grade of (“I”) Incomplete.

Responsibility for making up incomplete work lies with the student. Incomplete work must be made up within two weeks after the first day of classes in the subsequent semester. Alternate arrangement (shorter or longer time frame) can be implemented if agreed upon by the instructor and student and approved by the Dean of the School. If the work is not completed according to the agreed upon plan, the incomplete grade will be recorded as “F” on the student's record.

**WITHDRAWAL FROM COURSES**

Following the course change period students may withdraw from credit courses without academic penalty (receiving a grade of “W”) under the following conditions, unless dismissed for deviant academic conduct:

—In order to maintain the academic integrity of the institution, the academic focus of the students and adequate student academic progress toward a degree, a matriculated full-time student may not drop courses below a 12-credit hour load while a semester is in progress. In case of exceptional circumstances beyond the student's control and with the written approval of the Dean of the School in which the student is enrolled, a student may drop below the limit to part-time status. Students are encouraged to consult with the Student Service Center and Residence Life Office to determine the impact of this academic decision before dropping to part-time status.

—Withdrawal from a course is accomplished by means of a Drop/Add Form available in the Deans' Offices and Registrar's website at www.canton.edu/registrar. This form must be signed by the advisor and the Dean of the School. A $20 fee must be paid at the Student Service Center and the completed form must be delivered by the student to the Registrar's Office. The course withdrawal will not be official until the form, fully completed, is received by the Registrar.

—Withdrawal is allowed under the above conditions prior to the last ten class days of the semester. In courses less than a semester in length, withdrawal is allowed prior to completion of 85 percent of the class meetings.

—A matriculated part-time student may not withdraw from any course unless exceptional circumstances exist and the above procedure is followed.

—Non-matriculated students are not subject to these conditions and are not required to pay the $20 fee.

—A student may withdraw from a course only once under the above conditions. A subsequent withdrawal from the same course will result in an “F” (failing) grade unless there are extenuating circumstances acceptable to the Dean of the School in which the student is enrolled.

—Signatures of the advisor, and School Dean do not necessarily indicate approval of the action, but signify that counseling has occurred and the student is fully aware of the consequences of course withdrawal.

—Failure to attend class or merely giving notice to an instructor is not an official withdrawal.
—A grade of “W” (Withdrawn) will be recorded for courses dropped and will not be used in calculating GPA.

—Students may withdraw from non-credit courses. Official notice must be given in writing by the student to the Lifelong Learning Center director. When the Director has been informed, official withdrawal will be executed with copies to the student, instructor, Registrar and Student Service Center.

REPEATING COURSES

Students may repeat courses. If higher, the grade earned in the repeated course shall be substituted for the original grade in computing the GPA. Repeating courses may affect TAP awards. Students should consult the Financial Aid Office prior to registering to retake a course. Repeated courses must be taken at SUNY Canton.

TRANSCRIPTS

A properly signed authorization by the student must precede any external distribution of a student's transcript. An official transcript will be printed on specialized transcript paper with the signature of the College Registrar. Each student will be assessed an official transcript fee of $5 per semester, which allows students unlimited lifetime transcripts. The College reserves the right to deny transcripts to any student who is delinquent in an obligation to the College.

FINAL EXAMINATION

There will be a final examination period at the end of each semester. This period must be used by the professor for a comprehensive final examination, the last unit test, or some other activity of academic merit.

COURSE AUDIT

With permission of the instructor, a person may audit any credit course offered by the College. A maximum of two courses may be audited in one semester, unless a waiver is obtained from the Provost. An individual may not audit the same course in two consecutive semesters. The Course Audit Form, which is available from School offices or the Registrar, must be completed and returned to the Registrar’s Office. Course audits require a registration fee of $50 per course, but are free of charge for those 60 years of age and over. Individuals may not begin auditing a course until the registration process is completed as described on the course audit form. Once the individual has elected to audit a course, one cannot subsequently change the audit to credit. No credit is granted for audited courses. The course auditor will abide by the conditions agreed to by the instructor and auditor as stated on the course audit form. Auditors must adhere to the Student Code of Conduct as published on the college web site, in the Student Handbook and in each course syllabus. Permission to audit may be revoked for disruptive or inappropriate behavior. Campus student services (i.e. Academic Support Services, Counseling, etc.) are not available for course auditors.

WITHDRAWING FROM THE COLLEGE

Students wishing to withdraw from the College must obtain and sign a withdrawal form from the appropriate School Dean or Registrar's website. In the case of non-matriculated students, the form is to be obtained from the Registrar's Office.

Matriculated students must obtain the signatures of the 1) Academic Advisor 2) School Dean, 3) Counselor (or EOP Counselor for EOP students), 4) Student Service Center Officer, and 5) Registrar.

Non-degree students must obtain signatures from the Student Service Center and Registrar.

Students may not officially withdraw from college during the last ten instructional days of a semester, exclusive of the final exam period.

The withdrawal will not be considered official until the official withdrawal date has been entered by the Registrar's Office. All signatures must be obtained and the completed form presented to the Registrar by the individual withdrawing.

ACADEMIC FORGIVENESS POLICY

The intent of this policy is to allow students who previously accrued a SUNY Canton academic record with a substantial number of grades below the 2.00 level of C to be “forgiven” for their earlier performance, if they meet certain criteria.

Academic Forgiveness in this context means that the student’s previous college work shall be treated as if it had been transferred to SUNY Canton from another college: none of the grades received would be counted in the current GPA, but the student would receive credit for any courses in which he/she earned a C or above. All General Education requirements completed during prior attendance would continue to count as requirements met, but only courses with a C or higher grade would be included in credits earned toward the degree, at the discretion of the School Dean.

Students wishing to apply for the privilege of Academic Forgiveness must meet the following criteria:

1. The student must not have taken any coursework at SUNY Canton for a minimum of two calendar years at the time of proposed readmission.
2. The student must complete the Academic Forgiveness Application Form at the time of application for readmission. The application will include a reflective summary of why he/she should be considered for the privilege.
3. The student will not have attempted more than two semesters of coursework at SUNY Canton prior to readmission if enrolled in an associate degree program, or more than four semesters of coursework if enrolled in a bachelor's degree program. Students must complete at least one half of their degree requirement credits at SUNY Canton after forgiveness is granted.
4. The student is not eligible to receive Academic Forgiveness until he/she has completed a full-time semester of at least 12 credit hours as a readmitted student. In this probationary semester, the student must receive at least a C in every course and is not permitted to withdraw from any courses.

5. The student will be placed on academic probation for this first semester after readmission.

6. Upon completion of the probationary semester, if all requirements for Academic Forgiveness have been met, the School Dean will notify the Registrar so that the student’s academic record may be modified.

7. If approved for Academic Forgiveness, a notation to this effect will be made on the student’s SUNY Canton transcript and a new cumulative GPA will be calculated for all work beginning with the semester of readmission. This new GPA will be printed on the official transcript and used for computing the student’s academic standing, and for meeting the minimum GPA requirement for graduation. All previous SUNY Canton work will continue to be listed on the transcript with the original grades received.

8. Academic Forgiveness may be granted only once in a student’s college career at SUNY Canton.

9. Academic Forgiveness does not override state and federal financial aid regulations and satisfactory academic progress standards. Also, repeating courses previously passed may not count toward full-time enrollment for financial aid purposes. Students should contact the Student Service Center for information on their eligibility if considering applying for Academic Forgiveness.

Students applying for Academic Forgiveness must also apply for readmission. See page 11 for more details.

GENERAL EDUCATION REQUIREMENTS

The General Education Program at SUNY Canton is designed to provide students, throughout their college years, with a broad set of coherent and focused educational experiences aimed at enabling them to acquire knowledge and skills that are useful and important for all persons, regardless of their jobs or professions. General Education goes beyond the acquisition of the skills necessary to be competent in a field of specialization. It involves the discovery, evaluation, and transmission of essential knowledge that prepares students to lead fulfilled lives and to assume roles as creative and contributing members of society.

In accordance with the SUNY Board of Trustees Policy on General Education, all entering freshmen must meet specific General Education requirements. Faculty and students will periodically be required to engage in assessment activities to ensure that the General Education learning outcomes are being met. At SUNY Canton, students enrolled in the Associate of Arts (AA) or Associate of Science (AS) degree must complete seven of the ten Knowledge and Skills Areas of General Education in order to transfer seamlessly to another SUNY college to earn a baccalaureate degree.

Courses meeting specific General Education knowledge and skill areas are so designated in the course description section of the academic catalog. Students should work carefully with their advisors to ensure they are fulfilling the SUNY General Education Requirements (GER) in order to transfer seamlessly to another SUNY college or to meet SUNY Canton baccalaureate graduation requirements.

SUNY GENERAL EDUCATION REQUIREMENTS

I. KNOWLEDGE AND SKILL AREAS
(GER 1-10)
1. Mathematics
2. Natural Sciences
3. Social Sciences
4. American History
5. Western Civilization
6. Other World Civilizations
7. Humanities
8. The Arts
9. Foreign Language
10. Basic Communication

II. COMPETENCIES
1. Critical Thinking (Reasoning)
2. Information Management

GRADUATION REQUIREMENTS

GRADUATION DEGREES AND CERTIFICATES

The College is authorized to grant the Bachelor of Technology (B.Tech.) degree, Bachelor of Science (BS), and the Bachelor of Business Administration (BBA) degree each requiring a minimum of 120 credit hours; four associate degrees, each requiring a minimum of 60 credit hours; and the Certificate, requiring a minimum of 30 credit hours. The associate degrees are the Associate in Applied Science (AAS), Associate in Science (AS), Associate in Arts (AA), and Associate in Occupational Studies (AOS).

The College reserves the right to make
modifications to a prescribed curriculum. Students failing to graduate due to failure, deficiency of grade points or credit hours, may be granted the degree after successful completion of the work either at SUNY Canton or another accredited college within seven years of departure. These hours must have the prior approval of the School Dean or Department Chairperson. All courses transferred will be recorded as “CR” credit only.

BACCALAUREATE DEGREES
1. A student must be matriculated in a SUNY Canton curriculum for a minimum of 30 semester credit hours of graded course work earning a minimum GPA of 2.00 for all such credit hours taken. 15 credits must be taken in the major, or acceptable cognates as determined by the department at SUNY Canton. Individual programs may have additional graduation requirements.
2. The successful completion of the prescribed curriculum. Upper division courses must comprise 45 semester credit hours, 24 of which must be taken within the major.
3. The successful completion of a writing intensive course taught within the prescribed curriculum.
4. The earning of an overall GPA of 2.00 unless otherwise prescribed.
5. Payment of all financial obligations to the College.
6. Students matriculated in a baccalaureate program for a minimum of fifteen semester credit hours of graded course work, earning a minimum GPA of 2.00 for all such credit hours taken, may be granted an associate degree in a related curriculum, without matriculation in that curriculum, upon completion of all associate degree requirements and application to the School Dean for the associate degree program.

CERTIFICATE PROGRAMS
1. A student must be matriculated in a SUNY Canton curriculum for a minimum of 12 semester credit hours of graded course work, earning a minimum grade point average of 1.75 for all such credit hours taken. Individual programs may have additional graduation requirements.
2. Successful completion of all required courses.
3. A minimum GPA of 1.75, unless otherwise specified in the section describing that Certificate in the catalog.
4. Payment of all financial obligations to the College.

ASSOCIATE DEGREES
1. A student must be matriculated in a SUNY Canton curriculum for a minimum of 15 semester credit hours of graded course work, earning a minimum GPA of 2.00 for all such credit hours taken. 15 credits must be taken in the major, or acceptable cognates as determined by the department at SUNY Canton. Individual programs may have additional graduation requirements.
2. The successful completion of the prescribed curriculum.
3. The successful completion of a writing intensive course taught within the prescribed curriculum.
4. The earning of an overall GPA of 2.00 unless otherwise prescribed.
5. Payment of all financial obligations to the College.

NOTE: Successful completion of a Certificate Program does not automatically qualify a student for admission to a degree curriculum. In order to be admitted to a degree curriculum, the graduate of the Certificate Program must achieve a record that indicates a reasonable probability of success in the new curriculum and be recommended by the faculty.

GRADUATION WITH HONORS
Honors for the Commencement Program are based on cumulative GPA to December 31 of the year prior to commencement.

- Honors GPA not less than 3.25
- High Honors GPA not less than 3.50
- Highest Honors GPA not less than 3.75

Upon program completion, students who have earned cumulative GPAs as listed above will be designated for Honors, High Honors, or Highest Honors on their diplomas and transcripts.

AWARDING TWO BACCALAUREATE DEGREES
In order to qualify for a second baccalaureate degree from SUNY Canton, a student must satisfactorily complete at least 30 semester credit hours beyond the first degree requirements and also meet the specific curriculum requirements of the second program. All of the subsequent work should be taken in an essentially different area of specialization.

A student who wishes to earn a second baccalaureate degree at SUNY Canton must have written approval of course requirements by the appropriate School Dean. When the required courses are completed, the School Dean will notify the Registrar that the student is to be certified for the additional degree. No student may be awarded two degrees within the same minimum time span.

AWARDING TWO ASSOCIATE DEGREES
No student may be awarded two associate degrees simultaneously within the same minimum time span. In order to qualify for a second associate degree from SUNY Canton, a student must satisfactorily complete at least 15 semester credit hours beyond the first degree requirements and also meet the specific curriculum requirements of the second program, all of the subsequent work to be taken in an essentially different area of specialization.
A student who wishes to earn an additional associate degree at SUNY Canton must have written approval of course requirements by the appropriate School Dean. When the required courses are completed, the School Dean will notify the Registrar that the student is to be certified for the additional degree.

**ACADEMIC INFORMATION**

**STUDENT CLASSIFICATION**

**FULL-TIME STUDENT:** one who is enrolled for 12 or more semester hours of credit.

**PART-TIME STUDENT:** one who is enrolled for less than 12 semester hours of credit.

**MATRICULATED STUDENT:** a student who has made formal application to and been admitted into the College as a degree or certificate seeking candidate.

**NON-MATRICULATED STUDENT:** a part-time student who has not made application for nor been admitted into the College as a degree or certificate seeking candidate.

**FRESHMAN:** a student who has earned 0–29 credit hours, all of which must be a part of a degree program offered by the College.

**SOPHOMORE:** a student who has earned 30–59 credit hours, all of which must be a part of a degree program offered by the College.

**JUNIOR:** a student who has earned 60–89 credit hours, all of which must be a part of a degree program offered by the College.

**SENIOR:** a student who has earned 90+ credit hours, all of which must be a part of a degree program offered by the College.

### ACADEMIC REQUIREMENTS—RE-REGISTRATION

To register for the second or any subsequent semester, a full-time matriculated, degree student must achieve the following standards (see charts below) or have the approval of the Dean of the School in which the student is registered.

<table>
<thead>
<tr>
<th>TO RE-REGISTER FOR SEMESTER</th>
<th>COMPLETED HOURS (EARNED HOURS)</th>
<th>CUMULATIVE GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>9</td>
<td>1.50</td>
</tr>
<tr>
<td>3</td>
<td>18</td>
<td>1.75</td>
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<tr>
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<td>90</td>
<td>2.00</td>
</tr>
<tr>
<td>10</td>
<td>105</td>
<td>2.00</td>
</tr>
</tbody>
</table>

### Good Standing

- **Academic Jeopardy**

<table>
<thead>
<tr>
<th>TO RE-REGISTER FOR SEMESTER</th>
<th>COMPLETED HOURS (EARNED HOURS)</th>
<th>CUMULATIVE GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>9</td>
<td>1.25-1.49</td>
</tr>
<tr>
<td>3</td>
<td>18</td>
<td>1.50-1.74</td>
</tr>
<tr>
<td>4</td>
<td>27</td>
<td>1.75-1.99</td>
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<tr>
<td>6</td>
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<td>90</td>
<td>2.00</td>
</tr>
<tr>
<td>10</td>
<td>105</td>
<td>2.00</td>
</tr>
</tbody>
</table>

### Academic Probation

- **Academic Suspension**

<table>
<thead>
<tr>
<th>TO RE-REGISTER FOR SEMESTER</th>
<th>COMPLETED HOURS (EARNED HOURS)</th>
<th>CUMULATIVE GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>0-2</td>
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<tr>
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<td>8 or less</td>
<td>0.74 or less</td>
</tr>
<tr>
<td>4</td>
<td>17 or less</td>
<td>1.29 or less</td>
</tr>
<tr>
<td>5</td>
<td>26 or less</td>
<td>1.49 or less</td>
</tr>
<tr>
<td>6</td>
<td>38 or less</td>
<td>1.64 or less</td>
</tr>
<tr>
<td>7</td>
<td>50 or less</td>
<td>1.74 or less</td>
</tr>
<tr>
<td>8</td>
<td>62 or less</td>
<td>1.74 or less</td>
</tr>
<tr>
<td>9</td>
<td>74 or less</td>
<td>1.74 or less</td>
</tr>
<tr>
<td>10</td>
<td>89 or less</td>
<td>1.74 or less</td>
</tr>
</tbody>
</table>

1 At the discretion of the appropriate school dean, imputed credit hours may be used in determining a student’s academic status.

2 Students in academic jeopardy are considered to be maintaining minimum satisfactory academic progress and are eligible to re-register.

Any matriculated student who earns an index of 0.00 in any semester may be suspended and any matriculated student who earns an index of less than 1.50 in each of two consecutive semesters may be suspended. Exceptions to this rule may be made by the School Dean.

Any student who is suspended from College for academic reasons will have two options: 1) Submit an academic appeal and detailed plan for success by the stated deadline, or 2) complete six to twelve college credits at another college and achieve a 2.5 GPA or better and then apply for readmission to Canton after one semester has passed by writing to the Director of Admissions. Permission to reregister is not automatic and will be granted only after approval by the appropriate School Dean.

Students placed on academic probation who fail to meet all requirements of the program may be immediately suspended. Proba-
tion is a privilege and not a right: students pursuing either a certificate or associate degree may be granted a maximum of one semester of registration on academic probation, and students pursuing a baccalaureate degree may be granted a maximum of two non-sequential semesters of registration on academic probation during their academic career at SUNY Canton.

Students suspended or dismissed from the college for disciplinary reasons will receive all grades for courses completed. Suspensions or dismissals which are the result of disciplinary recommendations by the Student/Faculty Board to the President may also include grade recommendations concerning the transcript of the student for the semester in which suspension or dismissal was imposed.

Students who voluntarily withdraw from College will be permitted to re-register with the concurrent written approval of the Director of Admissions and the School Dean of the requested curriculum.

None of this section should be construed to give the student an absolute right to reregister at the College if the student has the appropriate cumulative index. All other college regulations concerning student behavior continue to apply, and re-registration is in no way guaranteed to any student.
Taking an Online Course

In an online course, students connect with their teacher and classmates via the computer using the Internet. Course materials, tests, assignments, and discussions are delivered via the college's learning platform called Blackboard-Learn. Students can virtual chat with their instructor, collaborate with other students, and participate in classroom discussions in their online courses. Online courses provide students with the flexibility and convenience of studying anytime, anywhere in an interactive and innovative learning environment.

Course Expectations

SUNY Canton's online courses provide the same quality experience as our traditional campus-based courses and have the same credits and requirements as face-to-face courses. All of SUNY Canton's online courses and academic programs are designed to produce the same learning outcomes as traditional courses. To ensure quality, online courses undergo a vigorous course review process before they are offered online.

The majority of online classes are not self-paced and active online participation is often mandatory. Additionally, many online courses have extensive reading and writing demands.

Requirements

Students in online courses are required to be more responsible for their learning. Strong time-management skills and study habits are essential in this learner-centered environment.

To participate in an online course, students need to have access to a working computer and connection to the Internet. Broadband connection, such as Roadrunner or DSL, is preferred. Students should check the course syllabus for broadband requirements before registering for a course. Additional technical requirements include:

- Microsoft Windows XP, Vista, 7 or 8, Mac OS X: 10.3 or higher
- The latest browser available (Firefox or Chrome)

Internet Explorer 7 is not compatible

Learner Support

SUNY Canton is dedicated to helping students achieve their educational goals by supporting and promoting initiatives that enhance student accessibility and academic excellence in online learning environments. SUNY Canton online students have access to the same advisement, registration, financial aid, library, academic and support services as on-campus students. Our library provides online tutorials on Internet research and links to databases and electronic journals. Tutoring Services and Accommodative Services offer tutoring, academic assistance, and various resources and materials online. Learner resources and support services are available online through the www.canton.edu website.

On a technical level, SUNY Canton's Information Services offers on-going technical support to students during normal institutional working hours for hardware, software, and course management issues through their Help Desk at helpdesk@canton.edu. Additional technical support is provided through the Open SUNY Help Desk at 1-800-875-6269. UCanWeb provides access to various student services such as financial aid, registration, course schedules, grades, and unofficial transcripts.

Accreditation

SUNY Canton is approved to offer distance learning through the Middle States Commission on Higher Education (MSCHE). Some programs are SUNY and SED approved to be offered online. See individual academic programs for more information.
Academic support services enhance the educational opportunities for all students at SUNY Canton. For complete descriptions and current contact information, go to www.canton.edu/academic_support_services. All academic support services are free of charge to SUNY Canton students.

**Placement Testing**

SUNY Canton requires new matriculated students to take the Accuplacer placement exam unless exempt as determined by standardized test scores, such as Regents exams, ACT or SAT tests. Transfer students must demonstrate a “C” or better in a college-level English course to be exempt.

Students required to test will be notified after acceptance. SUNY Canton offers both on-site and remote testing possibilities. For details and practice test items, go to www.canton.edu/testing or call 315-386-7684.

**Developmental Studies**

Developmental education courses allow students the opportunity to build competencies in reading, writing and mathematics that are essential to college success. Placement in these courses is based on test results, admissions referral and/or faculty referral. The developmental studies faculty works closely with students and their curriculum advisors to encourage growth in academic skills and the exploration of personal and vocational goals. Students are given the opportunity to demonstrate their potential for success in the academic environment.

**Advising and First-Year Programs**

Advising and First-Year Programs helps you adjust to college level learning and responsibility. The office can assist with:

- Advising new students and providing them with an understanding of degree requirements and scheduling.
- Planning and coordinating Orientation, including hiring of Orientation Leaders
- Coordinate the First Year Experience (FYEP 101) class and experience
- Provide information on the academic rules and resources
- Provide degree worksheets and advice on degree completion
- Assist students considering a change in major to understand their unique situation
- Assist students in preparing to meet with their faculty advisors and plan a schedule
- Referrals to appropriate faculty advisors, dean’s offices or other campus resources.
- Work with students on academic probation to help them return to good academic standing

**Collegiate Science & Technology Program**

SUNY Canton’s Collegiate Science & Technology Entry Program (CSTEP) is a scholars program designed to prepare minority and economically disadvantaged students for careers in scientific, technical, engineering, mathematical, health-related and licensed professions. The program, which is part of a statewide effort to address the issue of minority under-representation in the STEM and Licensed professions, emphasizes academic preparation and achievement, and career awareness. CSTEP provides students with a unique college experience that combines academic services and activities with a variety of networking and career-advancement opportunities. Participants share invaluable social interaction and congenial support with fellow students, as well as receive customized strategies for success in both professional and personal aspects of life. Space is limited so students are encouraged to apply early. The CSTEP Office is located in Nevaldine Hall South 131.

**Educational Opportunity Program**

The Educational Opportunity Program (EOP) is committed to the recruitment, retention and graduation of students who normally would not be afforded the chance to pursue a college education. Students are admitted who meet specific academic and financial criteria and who demonstrate the potential for post-secondary success. All new EOP students are required to participate in an extended EOP orientation in August. In addition to the regular campus orientation required of all Incoming students, EOP provides academic support services, personal counseling, tutoring and financial assistance. Space is limited so students are encouraged to complete their academic and financial applications early.

**TRiO Student Support Services Program**

The TRiO Student Support Services (SSS) program is federally funded and provides enhanced academic assistance to eligible students. To be eligible, students must meet specific academic and financial criteria. The goal of the program is to help students successfully complete their post-secondary education and encourage them to pursue a baccalaureate degree. SSS provides a variety of support services to about 200 students each year, including study skills, time management, academic and transfer counseling and tutorial assistance in math, and science. Students are required to complete mandatory financial literacy modules.

**Southworth Library Learning Commons**

Southworth Library is located in the geographic center of the campus. Its services and resources are available on three levels, with the Circulation Desk, reserve
materials and textbook collection, an open-access computer lab/library instruction classroom, tutoring support services and the Information Services Help Desk on the first floor. The second level houses circulating and reference book collections, individual study carrels, group study and media-viewing rooms, current and back-issue journals and periodicals, printers, scanners and copier machines, and the Research Desk.

The facility provides space for group discussion, quiet study and intensive tutoring, including the Math and Science Learning Center, Business and Accounting Lab and the Writing Center. The computer lab provides space for information literacy instruction for classes. The library’s collection includes approximately 50,000 print and 140,000 electronic books, extensive electronic databases, and a variety of digital media. Additionally, the college has access to all circulating physical materials within the SUNY system available via interlibrary loan, and SUNY Canton students, faculty and staff have borrowing privileges at all of the Associated Colleges libraries, including Clarkson, St. Lawrence University and SUNY Potsdam.

The 24/7 availability of electronic books and various databases is particularly supportive of non-resident students and online courses. For resident students, the building is equipped with wi-fi in support of mobile computing, and laptops, iPads, Kindle reading devices and other emerging technologies are available for loan as well. Ongoing innovative technology initiatives support both the learning styles and the needs of the 21st-century learner. The library also offers a highly successful, in-demand reserve textbook collection, as well as a large number of anatomical models that support hands-on learning for students in the sciences and health programs.

Professional librarians are available during library hours to assist students with a full range of library services, and a web-based chat reference service provides access to professional research assistance at any time, 24 hours a day, 7 days a week.

In response to student need, the library has extended its hours of operation and is currently open 120.5 hours a week during the regular academic term, and also maintains 24-hour accessibility for final examination weeks.

### Tutoring Center

The Tutoring Center is part of the Southworth Library Learning Commons. The Tutoring Center is dedicated to empowering students in becoming confident and independent learners. All services are free to SUNY Canton students and available on a walk-in basis. The Center is staffed by professional and peer tutors who are qualified to assist students in meeting their academic goals and potential. In addition to the staff, a number of faculty members volunteer their time to work with students in this resource rich environment designed to support learning.

Services in the Tutoring Center include:

**Math/Science Tutoring and Learning Center**

The Math & Science Center provides tutoring and academic support in mathematics courses, applied mathematics courses, technical courses, science courses and applied science courses offered by the college. Resources include computers, printing, scanning, WiFi, anatomical models, microscopes and slides, posters, study guides, text books, calculators, work sheets and face-to-face as well as on-line support from peer and professional tutors.

**Writing Center**

The Writing Center provides tutoring and academic support to students enrolled in all levels of English courses and writing intensive courses across all curriculums offered by the college. ESL assistance is also available. Resources include handouts, reference books, WiFi, printing and face-to-face as well as on-line support from peer and professional tutors.

**Business & Accounting Lab**

The Business & Accounting Lab provides tutoring and academic support to students enrolled in business, accounting, finance and economics courses offered by the campus. Resources include handouts, textbooks, WiFi, printing and face-to-face as well as on-line support from peer and professional tutors.

**Engineering Lab**

The Engineering Lab is the only tutoring lab not located in the Southworth Library Learning Commons. Located in a satellite location, this lab which is part of the Tutoring Center offers the same approach and services as the other labs. Resources include computers with internet access, printing, text books, calculators and peer and professional tutors who can offer face-to-face as well as on-line support to students.

**General Studies Lab**

The General Studies Lab offers students an opportunity to receive tutoring assistance in courses offered at the college that are not available in any of the above labs. In addition, this lab also offers hours during the weekend and evenings to support students who are not able to come during the day. This lab offers all of the resources listed above.

For additional information about our services, please visit us on the web at www.canton.edu/tutoring.

**Accommodative Disability Services**

The Office of Accommodative Disability Services is committed to the inclusion of all students who can benefit from full and equal access to educational advancement and student life.
In accordance with Section 504 of the Rehabilitation Act of 1973 and Section 508 and the Americans with Disabilities Act of 1990, and the Americans with Disabilities Act Amendments of 2008, the college community endeavors to make reasonable adjustments in its policies, practices, services, and facilities to ensure equal access for students with disabilities. The college will also strive to ensure that an otherwise qualified individual with a disability will not, on the basis of that disability, be subjected to discrimination under academic programs, services, and activities offered by the College.

The mission of the Office of Accommodative Disability Services is to provide academic accommodations for all qualified students who have documentation of a learning disability, mental health diagnosis, or a physical disability. It is the initial responsibility of the student to identify her/himself as having a disability, request accommodations, and submit complete and valid documentation of their diagnosis. The student must register with the Office of Accommodative Disability Services in order to request and receive accommodations. Accommodations will be determined on an individual basis and based on the student’s current presenting documentation. The Office of Accommodative Disability Services will coordinate, assist, and advocate for students requesting academic accommodations, non-academic auxiliary aids, or services with the appropriate academic or professional campus office. Personal care needs are the responsibility of the student.

For additional information regarding Accommodative Disability Services and our documentation guidelines, please call (315) 386-7392 or visit us at www.canton.edu/accommodative_services/.

The educational experience at SUNY Canton consists of both academic efforts in the classroom and developmental opportunities through programs offered by the Division of Student Affairs. Overall, the Division is concerned with the quality of life of each student and provides programs and services which . . .

—Promote student development by encouraging positive and realistic self-appraisal, intellectual development, physical fitness, the capacity to appreciate cultural and aesthetic differences, the capacity to work independently and interdependently, and to make appropriate personal and occupational choices;

—Assist students in overcoming personal, physical or educational problems;

—Identify environmental conditions that may negatively influence welfare of students and take steps to overcome such conditions.

The Student Affairs staff has a major responsibility for the quality of student life on the Canton campus. The staff works closely with students through the services available in the Counseling, Health Services, Intramural Sports, Diversity, University Police, Student Activities, and Residence Life Offices.

New Student Orientation Programs

The College recognizes the social and academic adjustments which must occur for entering college students to be successful. To enable new students to move with ease and confidence from the home/high school, SUNY Canton provides an orientation program as a total campus endeavor. All new students are expected to participate in orientation and it is mandatory for all new students who will be attending at least one course on campus. During orientation, students get a sense of the academic expectations, meet faculty, staff and administrators, experience campus life and have a chance to meet other new students as well as student leaders.

Counseling Center

The Counseling Center supports the mission of SUNY Canton and the Division of Student Affairs by contributing to the improvement of both mind and character of our students. By responding to the personal and psychological needs of the student body, we strive to support their independence and emotional well-being, assisting them in negotiating the complexities of college and successfully preparing them to meet the challenges of the future.

The Counseling Center provides professional and confidential counseling services to assist students in achieving their personal and academic goals through consultation with organizations, faculty, staff and administrators. Collaboration with departments on and off campus contributes to accurate response, assessment, and/or referral.

The Counseling Center provides individual and group counseling, crisis intervention, outreach, educational presentations, and leadership training. The Center is dedicated to maintaining an open atmosphere on campus, honoring the numerous social and cultural contexts represented by our students.

The Counseling Center plays an integral role in promoting a safe and positive environment which values the unique contribution of all individuals and establishes a foundation conducive to learning and developing a healthy lifestyle.

Residence Life

Residence Halls

At SUNY Canton, we consider on-campus living an important part of your
education—in fact, it's an education in itself. Living in one of Canton's five residence halls means that your life here will include far more than classroom and lab work... it means that SUNY Canton will be your home for 9 out of 12 months for the next few years.

Canton’s five halls—Heritage, Mohawk, Rushton, Smith and Kennedy Hall—are located along the Grasse River near classroom buildings, the library, the gym, other recreational facilities, and Chaney Dining Center. It is about a ten minute walk over the footbridge to downtown Canton. The residence halls provide you with a living environment that is clean, safe, and pleasant at an affordable price.

Rooms are attractively furnished with beds, desks, chairs, dressers, mirrors, floor lamps, blinds, and large closets or armoires. Cable TV is also provided. Three rooms are clustered around an adjoining bath in Heritage, Rushton, Mohawk and Smith. In Kennedy Hall, each apartment has at least one full bath. While we provide the basics, you may desire to add a touch of home with such items as rugs, posters, desk lamps or plants. Each building has a formal main lounge equipped with a TV and comfortable furniture.

**Live on Campus?**

SUNY Canton provides students with a pleasant affordable residential experience that assists you in getting the most out of College. Have you thought about why you should live on campus? Here are some of the advantages:

**Convenient:**

Living five minutes from your classes, computer lab, library, tutoring center, gym, or fitness center can’t be beat in the heart of winter. Having your food prepared for you, your parking lot plowed, your heat, electricity, cable paid for, and your friends just down the hall, all make your college experience more comfortable. No more getting up at 5:30 a.m. to clean the snow off your car so you can make the commute for your 8:00 a.m. class.

**Internet Access:**

Recognizing the role that the Internet plays in the educational and social lives of college students, the Residence Life Office undertook the challenge to bring Road Runner high-speed wired Internet access to all students residing in Heritage, Rushton, Mohawk and Smith residence halls. Kennedy Hall has wireless internet provided by Road Runner.

**It’s Where the Action Is:**

When you talk to friends who have gone to college, they first think back to the fun they had in the Residence Halls. From the pizza parties, the intramural champion teams, the late night study groups, the floor trips and activities, to the lifelong friends that you will make, the residential experience is a must.

**Safe:**

Your personal safety on campus is a priority for us. Our campus is well lit, patrolled and secure with electronic front door access systems, room combinations, and blue light system. This allows you to spend more time doing the things that are important to you, right here on campus. This means no driving home after a long day of classes and studying and affords you one of the best opportunities to pursue your education.

**Life-Style Options**

Numerous life-style options have been developed to assist you in finding just the right match for your “home-away-from-home.” They are:

**All-Female Wing** – This wing will be reserved for female students only.

**Non-Themed Housing** – These rooms are in co-ed wings and do not have a centralized theme. These rooms are suited best for students who are not interested in living in theme housing, but are looking for a more traditional-styled college living experience.

**Honors Floor** – This floor is designed for those students who are interested in academic honors programs at SUNY Canton and excelled academically in high school.

**Team Roo!** – This is a special interest floor for those participating in college athletics, intramurals, or those who are simply athletically inclined or enjoy sports.

**Gamer** – This is a special interest floor for those interested in gaming (such as video game systems like X-Box, Wii, PS3), board games and card games.

**Kennedy Hall** – This brand new, state-of-the-art residence hall that offers apartment-style housing opened in Fall 2011 for upperclassmen students only. Eligibility requirements include, but are not limited to: grade point average, class year, and disciplinary record.

**The Pet Wing** – This housing option is designed for students who enjoy sharing their living space with animals. It is not a requirement that a student possess an animal to live on this floor, however, students who have allergies to any kind of animal are strongly discouraged from living in this area due to the various animals that live on these floors. Residents are permitted to bring small, caged pets from home with the prior approval of the Residence Hall Director. We’re sorry, but at this time we do not permit dogs (of any size), birds, spiders, or snakes in this living environment. You will be notified during the summer months if you are approved to live in this housing option. This wing is also designated as Alcohol Free.

All rooms are attractively furnished, costing you less than the average apartment per month. They come with standard room furniture and are wired for over 70 channels of cable. For the room rate per semester, the price can’t be beat. It is the policy of the State University of New York that all residence halls are smoke free. No smoking will be permitted in any residence hall.
Mandatory Housing Policy

Every student in full-time attendance at SUNY Canton, other than married students, single parents, students residing with parent or guardian, students 21 years of age or older, and students living in college-approved Greek housing are required to live on-campus, or be released from that requirement by the Director of Residence Life. Any student who is officially enrolled in a bachelor’s degree program and is in their junior or senior year with 60+ earned credit hours can be released. Due to the higher tuition rates paid by out-of-state and international students release requests not meeting the above criteria will be considered on a case-by-case basis for these students. All other cases will be reviewed on an individual basis, and a judgment will be made by the Director of Residence Life as to whether the severity of the hardship warrants a release. In addition, all students who live on-campus in college housing must contract one of the available meal plans with the College Association.

How do I Sign Up?

To apply for a residence hall room, all you need to do is return the housing application with your life-style and roommate preferences and the appropriate deposit. You can also apply online through your UCanWeb account. If you have any questions or need a housing application, feel free to call us at (315) 386-7513, e-mail us at reslife@canton.edu, or visit us at: www.canton.edu.

Information Services

Information Services are available to every student attending the College. PC opportunities are located around the campus, providing all students with the opportunity for virtually unlimited use of PCs. All public PC labs use Microsoft Windows-based PCs connected to printers and the internet via the campus Local Area Network (LAN).

SUNY Canton participates in the Microsoft Campus Licensing Agreement.

All students have access to standard software packages as listed on our website, www.canton.edu/it/. Many additional software listings are also available and can be found on the same site. Additional assistance for faculty, staff and students is available at the Help Desk. Each student receives an e-mail account.

The campus strongly supports distance learning opportunities for students. Many instructors make use of Internet-based instructional materials and testing, and some courses are taught entirely online.

Telephones

All residence hall rooms are furnished with a modular jack. Calls may be received and on-campus calls may be made at any time. Those students who wish to make long distance calls may do so by obtaining a Personal Identification Number (PIN). This will allow the student access to the college network of lines for calling at discounted rates.

Health Services

As a team of health care professionals, the Davis Health Center is dedicated to providing culturally competent medical care, educational programs and student advocacy which will enhance a student’s wellbeing and empower a student to become a well-informed consumer of health care during their lifetime. The Davis Health Center is fully accredited by the Accreditation Association for Ambulatory Health Care and is staffed by a physician, nurse practitioners, and support staff. The Health Center promotes healthy life style choices as well as providing acute care for students with illnesses and injuries. Laboratory and x-ray facilities are available in Canton as well as at the hospitals in Potsdam and Ogdensburg. Referrals and consultation with medical specialists from the area are available when necessary.

All students enrolled in six or more credit hours must complete the SUNY Canton Health History and Immunization Form. This form contains all of the mandatory health requirements and can be found by logging in to UCanWeb and going to the New Student Checklist online at www.canton.edu/health_center/forms/health_history.pdf or at the college’s enrollment site, www.canton.edu/enroll. The completed form should be submitted to the Davis Health Center 30 days prior to the first day of classes. The physical exam section is optional except for students who are:

1. International students
2. Students in Nursing AAS and PN, Physical Therapist Assistant, Early Childhood Education and Dental Hygiene AAS curriculums

There are additional health requirements for students in Nursing (AAS and PN programs), Physical Therapist Assistant (PTA), Dental Hygiene (AAS), and Early Childhood, so please review the form carefully.

Note for athletes: All students who anticipate trying out for intercollegiate athletic teams need only to complete one form for both college admission and athletics. The Athletic Pre-Participation Physical Exam Form, which can be found online at: www.canton.edu/health_center/forms/Athletic_Physical.pdf. Athletes will not be allowed to try out for a team or to practice with a team until the Athletic Pre-Participation Physical Exam Form is completed.

Immunizations

New York State Public Health Law 2165 requires students attending colleges and universities to demonstrate proof of immunization against measles, mumps and rubella (MMR). All students who are registered six or more credit hours will be required to show written proof of MMR immunity to the Davis Health Center prior to the first day of classes. Exemptions to this requirement are:

—Students born before January 1, 1957;
—Students who hold genuine and sincere religious beliefs which are contrary to immunizations (documentation required);
—Students for whom immunization is medically contraindicated (documentation required);
—Students taking all classes online and not living on campus;
—Students who are part-time taking less than six credit hours.

New York State Public Health Law (NYSPHL) 2167 requires institutions, including colleges and universities, to distribute information about meningococcal disease and vaccination to all students attending college six or more credit hours. The law also requires that these students, whether they live on or off campus, acknowledge in writing that they have either:
—A record of meningococcal meningitis immunization within the past ten years; OR
—An acknowledgement of meningococcal disease risks and refusal of meningococcal meningitis immunization signed by the student or student’s parent or guardian if under age 18.

Failure to comply with either of these mandatory health requirements within 30 days from the start of classes will result in suspension from the College. All of the health requirements, including information about meningococcal disease and vaccination, can be located in the College’s Health History and Physical Exam form found online or in the SUNY Canton admission packet.

INSURANCE

The College does not insure students against medical expenses which may result from an illness or accident while pursuing their activities at the College. Full-time students are mandated to have medical insurance, either under a policy held by the individual or parent, or through a health and accident policy available through the College. The insurance policy provided through the College provides medical coverage, including preventative services benefits such as screenings, exams and immunizations as specified by the Patient Protection and Affordable Care Act (PPACA).

An Insurance brochure outlining the insurance coverage is available online at: www.canton.edu/health_center/pdf/insurance.pdf or at the Health Center or Student Service Center. All international students are required to purchase SUNY Medical Insurance for International Students.

OFFICE OF DIVERSITY AFFAIRS

The Office of Diversity Affairs operates in unison with the college by providing students quality cross-cultural programs, needed services, and engaging leadership development opportunities.

OUR GOALS:
- Identify the needs of students from under-represented ethnic and social groups.
- Provide counsel for students from under-represented ethnic and social groups regarding personal, academic, and social concerns.
- Identify, promote, and provide educational cross-cultural awareness programs.
- Identify, promote, advise, and provide leadership programming for students from under-represented ethnic and social groups.
- Provide or refer students to receive appropriate advocacy.

The services and programs available through our office and through networked referrals include:
- Programs/Events/Speakers
- Sensitivity Training
- Student Leadership Development
- Mediation between Individuals/Groups
- Classroom Presentations
- Provide Resources Regarding Culturally Diverse Issues
- Personal Counseling
- Mentoring/Tutoring/Advising
- Advocacy

CAREER COACHING, EMPLOYMENT AND CONTINUING EDUCATION

The Career Services Office is a dynamic office that students should visit long before they get ready to graduate and look for a job. While the Office does help students prepare their job search documents and brings many employers right to the campus to interview students, the Office also provides coaching and resources to help make sure they are on an academic/career path that is right for them.

Stop in to the office or log on to www.canton.edu/career, and check out the many resources available to students on topics like
- Job opportunities
- Internships
- Professional etiquette
- Starting a business
- Cover letters and resumes
- And more!

EMPLOYMENT

The Career Services Office coordinates one or two Career Fairs every year. Even if students are not ready to look for a job, a Career Fair is an excellent opportunity to talk to employers, get advice and make helpful connections.

When students are ready to graduate, Career Services can assist students in drafting resumes and cover letters, planning a job search and preparing for interviews. Students can even look for and apply to jobs listed specifically for SUNY Canton graduates on the Career Services recruiting website: Jobs4Roos.
Many employers come to campus to conduct on-site interviews. Below are a few of the companies for which SUNY Canton students have gone to work:

- Siemens Building Technologies
- BreconRidge
- New York State Police
- IBM
- Schneider Packaging Equip. Co.
- Novelis
- Canton-Potsdam Hospital
- IBEW
- Champlain Valley Physicians Hospital

Recent graduates have taken jobs as far away as Florida and Texas.

CONTINUING EDUCATION

SUNY Canton has created a number of 1-, 2-, and 4-year programs that allow you to continue your education. If, however, you decide to follow an educational path not offered at SUNY Canton, the Career Services Office can help you find a school that will meet your career goals. From personal advising to online resources, we can help you identify the school that will best be able to build on your SUNY Canton education. The Career Services Office can assist students researching options of graduate school and will help them prepare their application documents.

RECREATION AND ATHLETICS

SUNY Canton has recently expanded its athletic programs by adding five new sports teams in the past few years, including women's volleyball, men's golf, men's lacrosse, women's lacrosse, and women's ice hockey.

Other teams include men's and women's soccer, men's and women's cross country, men's and women's basketball, men's ice hockey, women's softball and men's baseball.

SUNY Canton competes against NCAA, NAIA and USCAA competition. Teams play colleges throughout the northeast, including New York, Vermont, Maine, Pennsylvania and Massachusetts.

Coaches work diligently to recruit top student-athletes to fill highly competitive spots on team rosters. If you hope to try out for a sport or would like more information, particularly regarding eligibility, we strongly encourage you to contact the appropriate coach or athletic department. Contact and other information can be found on the official SUNY Canton athletic website (www.rooathletics.com).

NEW ROOS HOUSE

In July 2011, SUNY Canton opened its brand new $42 million athletic facility named Roos House. The building features a three-court field house, indoor baseball/softball practice capability with year-round drop-down batting cages, new 5,000 sq. ft. fitness center, lap pool, ice rink, indoor golf cages, state-of-the-art athletic training room, dedicated team locker rooms and a dedicated study area for student-athletes with wireless computer access.

In 2008-2009, men's and women's soccer played their first full seasons on the college's new lighted synthetic turf field and baseball played its first games on their new baseball field. In the spring of 2011, a new scoreboard was added to the softball field and, in 2012, new fencing around the field. A new press box was recently constructed for the turf field, while new dugouts were completed this past spring for baseball and softball.

SUNY Canton also offers a wide variety of intramural and free recreation programs. Whether you're looking for individual activities like a jog around the beautiful, on-campus cross-country trail, a workout at the Fitness Center, or a Zumba or aerobics class, there is something for you.

FITNESS CENTER

The SUNY Canton Fitness Center is open to all students seven days a week. It features all new Precor equipment including circuit weight machines, free weights and racks, and a variety of state-of-the-art cardiovascular machines including treadmills, elliptical machines, steppers and bikes. Most cardiovascular machines have television viewing capabilities.

INTRAMURALS

If you're looking for more of a competitive, structured recreational activity, the Intramural Department offers leagues in flag football, basketball, dodgeball, softball, volleyball, floor hockey, indoor soccer, badminton, and a variety of other weekend tournaments and activities. Programs are subject to change throughout any given year.

CLUBS AND ACTIVITIES

The Richard W. Miller Campus Center is the focal point for extra-curricular and co-curricular activities for the college community. It is part of the educational program as well as the social life of the College. The Miller Campus Center and Office of Student Activities staff encourages students to participate in social, cultural, educational and recreational activities in order to enrich their out-of-class life, to benefit their personal growth and development, and to educate them for the wise use of leisure time.

The College sponsors many clubs and activities. Student groups are easy to organize. Some 70 clubs serve academic, professional and cultural interests, and all clubs welcome students from throughout the college.

Participation in student government comes through the Student Government Association, the College Activities Board, and the Residence Hall Councils.

Students are also very involved in the design of the Paysonian yearbook. A sample of the clubs and activities:

- Diversified Ladies
- Black Student Union
- Newman Club
- Gospel Choir
• Greek Council
• Habitat for Humanity
• Karate Club
• Nursing Club
• Omega Alpha Club (commuting students)
• Outdoor Adventures Club
• Phi Theta Kappa (academic honor society)
• Paysonian Yearbook
• Auto Club

STUDENT GOVERNMENT ASSOCIATION

The Student Government Association is the governance voice of the students and provides a means of cooperation and unity among the students, faculty and administration.

SGA is divided into three branches, the executive, legislative and judicial. The executive power is vested in a president, vice president, budget director, secretary and CAB president. The Senate, the legislative branch, is made up of student representatives from each club/organization or appointed by the SGA President. The Judicial Board is responsible for interpreting the constitution and for hearing cases in accordance with the Code of Student Conduct.

COLLEGE ACTIVITIES BOARD

The College Activities Board is the major entertainment and activities group for the campus, and all enrolled students are invited to participate in CAB activities. CAB is responsible for special weekends, films, coffeehouses, recreational tournaments, concerts, cultural, educational and social programs, and special events.

STUDENT JUDICIAL AFFAIRS

Most students find it relatively easy to adjust to the privileges and responsibilities of campus citizenship. For those students who find this process more difficult, the College provides such counsel as the student needs to gain insight and confidence in adjusting to college life. In some cases, when a student is unable or unwilling to assume his or her social responsibilities, it becomes necessary to impose disciplinary action.

The Code of Student Conduct is published yearly in the Canton Student Handbook, which can be viewed online at www.canton.edu/student_affairs/pdf/handbook.pdf. It is the obligation of all students to familiarize themselves with the regulations printed in the handbook.

UNIVERSITY POLICE DEPARTMENT

The University Police Department is the law enforcement agency for the campus. The goal of the Department is to work with the campus community in an effort to create a safe environment. Keeping in mind the specialized needs of a college campus, the University Police take an active role in the educational process; its educational, informational and awareness programs strive to enlist the assistance and cooperation of all members of the academic community in the promotion of practical and responsible community safety. The Department takes pride in its service-oriented approach which reflects a high degree of sensitivity toward the campus environment, student issues and campus community concerns.

The University Police Department is open 24 hours, seven days a week and can be reached by dialing 7777 from any campus phone or (315) 386-7777 from a non-campus phone. Among the services provided are:

—Loan of motorist aids such as jumper cables, gas, booster pack and performing vehicle unlocks;
—A Crime Prevention Office providing free bicycle registration and personal property registration using Operation Identification;
—The campus lost and found department.

Students are permitted to have motor vehicles on-campus, provided all such motor vehicles are registered with the University Police Department, and the vehicle registration fee has been paid. Motor vehicle registration can be accomplished at the Student Service Center between 8:30 a.m. and 4:00 p.m., Monday through Friday. Students are required to abide by all parking regulations. A copy of the regulations is issued at the time of vehicle registration.

Temporary registrations may be obtained at the University Police Department or at the Student Service Center in French Hall.

CAMPUS SECURITY ACT

SUNY Canton crime statistics filed with the United States Department of Education can be located in the Jeanne Clery Act at http://www.canton.edu/clery_act. The Advisory Committee on Campus Security will provide upon request all campus crime statistics as reported to the United States Department of Education. You can obtain a copy of these statistics by contacting the University Police Department at 315-386-7777. The United States Department of Education website is: http://ope.ed.gov/security/index.asp.

THE COLLEGE ASSOCIATION

The College Association, Inc. is a not-for-profit educational corporation whose purpose is to operate, manage, and promote services to the entire campus community in conjunction with the goals of SUNY Canton. The core services that the College Association currently provide are dining;
vending; retail operations, including The Campus Store and Textbook Center; and laundry facilities. The College Association provides SUNY Canton ID’s for all students, faculty, and staff. It also provides accounting and banking services for the Student Government Association. The College Association Board of Directors consists of four faculty members (selected by the Faculty Senate), three administrators (appointed by the Campus President) and four students (selected by the Student Government Association). The Board of Directors approves policies and provides oversight to management activities.

**Campus Ministry Office**

The Campus Ministry Office, staffed by local volunteer clergy, strives to minister to the campus community (students, faculty, administration and staff) by creating a physical, personal and spiritual presence within a caring environment. It stimulates and fosters spiritual development and growth by tending to the emotional, physical and intellectual well being of each person within the campus community. The office provides opportunities for worship, outreach, mentoring and spiritual guidance in collaboration with other campus committees.

- Interfaith prayer services
- Connects with the local churches, temples, mosques and synagogues
- Advisors for faith-based student clubs
- Service projects (i.e., community service, Fall “Make a Difference Day,” Spring “Clean-Up, Fix-Up Day” and Blessing of the Brains)
- Confidential spiritual guidance
- Educational programs
- Recreational and social events
- Provide resource contacts and/or assistance for those with critical needs.

The CARES (Character, Acts of Kindness, Respect, Environment and Spirituality) Committee, composed of members of the campus community, serves as both an advisory board to the Campus Ministry Office and assists with programming.

### Churches

Canton students are welcomed to services at the many churches in the area. In Canton, there are various Christian churches of both Roman Catholic and Protestant denominations. In the nearby vicinity, there are Jewish synagogues and a mosque. For a list of individual denominations/churches, please see the Campus Ministry webpage, [www.canton.edu/campus_ministry/](http://www.canton.edu/campus_ministry/).

### Students Unable Because of Religious Beliefs to Attend Classes on Certain Days

*As required by Section 224-A New York Education Law*

1. No person shall be expelled from or be refused admission as a student to an institution of higher education for the reason that he is unable, because of his religious beliefs, to attend classes or to participate in any examination, study or work requirements on a particular day or days.

2. Any student in an institution of higher education who is unable, because of his religious beliefs, to attend classes on a particular day or days shall, because of such absence on the particular day or days, be excused from any examination, study or work requirements on a particular day or days.

3. It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his religious beliefs, an equivalent opportunity to make up any examination, study or work requirements which he may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to the said student such equivalent opportunity.

4. If classes, examinations, study or work requirements are held on Friday after four o’clock post meridian or on Saturday, similar or makeup classes, examinations, study or work requirements shall be made available on other days, where it is possible and practicable to do so. No special fees shall be charged to the student for these classes, examinations, study or work requirements held on other days.

5. In effectuating the provision of this section, it shall be the duty of the faculty and of the administrative officials of each institution of higher education to exercise the fullest measure of good faith. No adverse or prejudicial effects shall result to any student because of his availing himself of the provisions of this section.

6. Any student, who is aggrieved by the alleged failure of any faculty or administrative officials to comply in good faith with the provisions of this section, shall be entitled to maintain an action or proceeding in the supreme court of the county in which such institution of higher education is located for the enforcement of his rights under this section.

7. As used in this section, the term “institution of higher education” shall mean schools under the control of the board of trustees of the State University of New York or of the Board of Higher Education of the City of New York or any community college.

### Family Educational Rights and Privacy Act of 1974

The Family Educational Rights and Privacy Act permits current or former students to inspect and review their educational records. Students wishing to review their
records should complete the request form available in the Registrar’s Office identifying the record(s) they want to inspect. The Registrar will make arrangements for access within 45 days of the request and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Registrar, the student will be advised to whom the request should be addressed.

Students are also accorded a right to challenge the contents of their educational records to insure that the records are not inaccurate, misleading or in violation of rights to privacy or other rights. In order to request the College to amend a record that he or she believes is inaccurate or misleading, a student should complete the request form available in the Registrar’s Office, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The Act also provides the right to withhold the release of personal information except as provided by law and College policy. SUNY Canton may disclose those items designated as directory information from a student’s education record unless directed otherwise by the student in writing. SUNY Canton has designated directory information to include: student’s full name, local address and telephone number, campus e-mail address, home address and home telephone number, date of birth, major field of study, dates of attendance, degrees and awards received, date(s) of graduation, participation in officially recognized sports and activities, and the most recent previous educational institution attended.

Students have the right to restrict the disclosure of the items designated as directory information. If students exercise this right, such information will not be released without their written consent except as provided by law and College policy. Non-directory information such as grades, GPA and Student ID number are not released for any student, except directly to the student, without express written consent. Students wishing to restrict the release of the items identified as directory information must notify the Office of the Registrar in writing by the first Friday of the academic term in which the information is not to be disclosed. Such restriction will remain in effect unless rescinded in writing by the student. Students should be aware that restricting the release of directory information will prevent the College from providing enrollment and graduation information to prospective employers, insurance companies, and lenders without written authorization. It will also prevent inclusion in any news releases of the Dean's List or other honors, as well as graduation lists for publication.

A student may choose to waive their FERPA rights and allow academic information to be shared with certain people by completing a FERPA waiver form. This waiver allows SUNY Canton to share academic information from the student’s education records with the persons listed on the completed form when they provide the student’s SUNY Canton ID and the correct password. This form can be downloaded, completed and presented in person at the Registrar’s Office, French Hall. Alternatively, the student may complete the form, have their signature notarized, and return the original, notarized form to the Registrar's Office.

An exception permitting disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the college in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit and personal health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or college agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Inquiries or complaints may be filed with the Family Educational Rights and Privacy Act Office, Department of Health, Education and Welfare, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605.

Copies of the Family Educational Rights and Privacy Act are available at the Office of Student Affairs, Faculty Office Building 604, and the Office of the Registrar, French Hall 105.
Program Offerings

Enrollment in other than registered or otherwise approved programs may jeopardize a student’s eligibility for certain student aid awards.

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<td>Police Academy</td>
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58
The Alternative and Renewable Energy Systems (ARES) curriculum introduces students to alternative methods of energy production and principles of energy efficiency. This academic program is appropriate for students seeking careers related to the production and use of alternative energy systems. Fundamental topics such as thermodynamics, heat transfer, fluid mechanics, electricity, power generation, energy conversion and storage enable students to assess wind, solar and geothermal energy systems. Along with the technical course content, students also learn to apply project and financial management skills and address regulatory requirements. Graduates may work in technical support, systems design, sales and marketing, new product development, green energy production, or eventually consulting. Other employment opportunities exist with engineering, architectural and construction firms, particularly those incorporating green building technology.

**Students In This Major:**
- Will be able to formulate solutions to the needs of the public for alternative and renewable sources of energy.
- Can be effective project planners and managers of alternative and renewable energy projects.
- Are prepared to respond to the dynamic needs of the alternative energy market.
- Are able to communicate in an organized manner through technical reports in written, oral, and other formats appropriate to alternative and renewable energy issues.
- Develop skills to function in and lead team-based efforts.

**Career Opportunities:**
The increasing desire for alternatives to fossil fuel drives the demand for graduates who are able to function and compete in this rapidly-expanding industry. Opportunities in this market include:
- Designer for an engineering firm
- Manufacturer representative
- Field manager for a contracting firm
- Contractor
- Sales representative
- Installer

**Admission Requirements:**
Incoming students will meet all general admission requirements as freshmen to SUNY Canton, having completed the NYS Chemistry Regents Exam with 75 or above. Transfer students are evaluated individually by the program academic advisor. In addition, students must meet all requirements for Precalculus and Algebra, College Physics and College Chemistry.

**Program Requirements:**
*(Curriculum 1865)*

**Semester I**
- AREA 110 Intro. to Alternative Energy ..........3
- ENGL 102 Oral & Written Expression ..........3
- MATH 123 Pre-Calculus Algebra .................4
- PHYS 121 College Physics I *** .................3
- PHYS 125 Physics Lab I ..........................1
- GER elective (3,4,5,6,7,8,9) .................3
  **Total Credits for Semester I:** 17

**Semester II**
- Program Elective (100/200) .................3
- MATH 161 Calculus I ..........................4
- SOET 116 Intro to Computer Drafting ........2
- PHYS 122 College Physics II *** ..........3
- PHYS 126 Physics Lab II .......................1
- GER Elective (3,4,5,6,7,8,9) .............3
  **Total Credits for Semester II:** 16

**Semester III**
- MATH 162 Calculus II .........................4
- ELEC 261 Electricity .........................4
- MECH 241 Fluid Mechanics .................3
- MECH 242 Fluid Power Lab ..................1
- CHEM 150 College Chemistry ............4
  **Total Credits for Semester III:** 16

**Semester IV**
- ELEC 141 Industrial Controls .................2
- ENGS 102 Programming for Engineers .......2
- ESCI 101 Intro to Environmental Science .....3
- MATH 141 Statistics ..........................3
- Program Elective (100/200) ...............3
- GER Electives (3,4,5,6,7,8,9) ............3
  **Total Credits for Semester IV:** 16

**Semester V**
- AREA 320 Experimentation & Meas. Lab I ....3
- MECH 342 Thermodynamics ..................3
- AREA Elective ..................................3
- Program Elective (300/400) ..............3
- GER Elective (3,4,5,6,7,8,9) ............3
  **Total Credits for Semester V:** 15

**Semester VI**
- AREA 370 Experimentation & Meas. Lab II* ..................3
- MECH 343 Heat Transfer .....................3
- BSAD 340 Management Communications .....3
- SOET 370 Engineering Economics ..........3
  **Total Credits for Semester VI:** 15

**Semester VII**
- ELEC 215 Electrical Energy Conversion ......4
- AREA Elective ..................................3
- Program Elective (300/400) ..............3
- ACHP 401 Building Automation Systems .....3
- SOET 361 Project Management .............3
  **Total Credits for Semester VII:** 16

**Semester VIII**
- MECH 477 Capstone Project ..................3
- AREA Elective ..................................3
- CONS 350 Geographic Information Systems ..3
- GER Elective (3,4,5,6,7,8,9) ............3
- Program Elective (300/400) ..............3
  **Total Credits for Semester VIII:** 15

* Fulfills writing intensive requirement.
**Students prepared to take MATH 161 or higher upon entry may choose PHYS131/132 University Physics I and II.
**NOTE: Alternative and Renewable Energy Systems students must meet seven of the ten and 30 credits of General Education Requirements.

**Student Learning Outcomes** can be found at www.canton.edu/csoet/alt_energy/.
ABOUT THIS MAJOR:
The B.S. in Applied Psychology addresses a growing need, both locally and nationwide for trained personnel to serve in human services related fields. Graduates will be prepared to work in a variety of human and social service settings – interviewing, problem solving with other professionals, and providing intervention services under professional supervision.

Students in this major will acquire knowledge and skills to work with individuals representing a diverse population. This includes children and families, the delinquent population, pregnant teenagers, homeless persons, individuals with mental disabilities and/or developmental disabilities, substance and alcohol abuse, as well as the growing elderly population. If you aspire to help others, a career in Applied Psychology can assist you in meeting this goal.

While traditional Bachelor of Arts programs in Psychology focus on research and broad psychological theory and concepts in a liberal arts context, SUNY Canton’s approach emphasizes many of those theories and knowledge, but also the skills and strategies that are applied in real world field experiences.

CAREER READY:
Organizations are seeking individuals who have a strong background in disciplines applied to human services. While working with licensed and certified human service professionals, students will be prepared to:

- Help assess clients.
- Assist in identifying and employing best practices in crisis interventions for clients.
- Carry out programs developed in collaboration with supervising professionals.
- Apply professional and legal standards in daily work assignments.
- Use scientific research to help develop successful intervention programs for clients.
- Employ knowledge of counseling and intervention strategies to collaboratively develop successful life programs for clients.

CAREER OPPORTUNITIES:
According to the U.S. Department of Labor, Bureau of Labor Statistics, employment in entry-level human services jobs is projected to grow faster than the average for all occupations, with a 54-percent increase in health care and social assistance areas.

- Human services agencies
- Social services caseworkers
- Mental disorder rehabilitation
- Residential habilitation manager
- Behavioral remediation
- Substance Abuse Services

ADMISSION REQUIREMENTS:
- Refer to the table of high school course prerequisites for admission.
- Transfer students must have a minimum GPA of 2.0 OR a two-year degree.

PROGRAM REQUIREMENTS:
Curriculum (1965)

Required Courses

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<td>Intro. to Sci. &amp; Tech. of Behavior</td>
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<td>BIOL 150</td>
<td>College Biology</td>
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<td>ENGL 101</td>
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<td>HUSV 201</td>
<td>Intro to Human Services*</td>
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<td>PSYC 101</td>
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<td>PSYC 220</td>
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Total Earned Required Credit Hours: 121-122

CHOOSE TRACK A OR TRACK B

TRACK A: Human Services Concentration

Required Courses

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<td>PSYC 315</td>
<td>Crisis Intervention Strategies</td>
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<td>PSYC 340</td>
<td>Social Psychology</td>
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<td>PSYC 410</td>
<td>Counseling Skills &amp; Process</td>
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<td>HUSV 420</td>
<td>Seminar in Human Services</td>
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<td>HUSV 421</td>
<td>Practicum in Human Services</td>
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<td>SSCI 181</td>
<td>Alcohol, Drugs and Society</td>
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<td>SOCI 210</td>
<td>Sociology of the Family</td>
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<td>SOCI 300</td>
<td>Race &amp; Ethnic Relations</td>
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<td>Sociology of Health</td>
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Requirement of 30 credits

TRACK B: Applied Behavior Analysis Concentration

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<td>ABAP 375</td>
<td>Basic Autism ABA Methods</td>
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<td>ABAP 385</td>
<td>Adv. Science &amp; Tech. of Behavior I</td>
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<td>Class Mgt &amp; Preventing School Violence</td>
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Requirement of 30 credits

U/L = Upper Level Courses (300-400)
GER = General Education Requirement

NOTE: Applied Psychology students must meet all of the ten General Education Requirements.

Student Learning Outcomes can be found at www.canton.edu/business/psych/.

DISCLAIMER:
The completion of this baccalaureate degree will not qualify the holder to apply for, be hired for, or perform the duties related to, employment which involves the provision of services prohibited by New York State Education Law Article 153, Psychology, Paragraphs 7601 and 7601a. This prohibits graduates from SUNY Canton who hold a BS in Applied Psychology, like any other baccalaureate programs in Psychology, from performing tasks which only licensed providers are authorized to do under state law, such as providing counseling which is only to be done by licensed psychologists.
The Civil & Environmental Engineering Technology (C&ET) curriculum provides students with a Bachelor of Technology (B.Tech) degree that meets the demands of today's industry.

Students receive hands-on training and the background necessary to be competitive and successful in civil and environmental engineering technology. Flexibility with program electives allows students to study in areas of structural analysis and design, water and wastewater testing and treatment, environmental remediation, geotechnology, construction and project management, surveying, and AutoCAD/REVIT drafting and BIM. Graduates have the opportunity to pursue graduate study.

**STUDENTS IN THIS MAJOR:**
- Master the knowledge, techniques, skills, and modern tools in civil and environmental engineering technology.
- Select and apply engineering, technology, science, mathematical skills to applications, problems and design.
- Conduct experiments, analyze, interpret, and apply experimental results.
- Have knowledge of construction and earth materials; their properties, use, manipulation, and testing procedures.
- Proficient in common water, wastewater, and soil collection and testing procedures.

**CAREER OPPORTUNITIES:**
Employment opportunities span the range of industry and commerce. Opportunities include:
- Structural/Environmental/Construction Engineering and Technology, Civil/Environmental Engineer, Engineering Assistant, Structural Design and Detailers, Assistant Project Manager/Engineer/Environmental Engineer, Surveyor, Environmental Technologist, QC Engineering Technologist, Groundwater Engineer, Municipal Water/Wastewater Treatment Plant Operator, Geotechnical Engineer, Construction Project Estimator, Construction Inspectors and Residential & Commercial/General Contractors. Recent graduates have started their career with companies like Kiewit Corporation, Parson, GHD, Atlantic Testing Laboratories, Cives Steel Company and the United States Navy. Graduates have also gone on to graduate school for Master of Science/Engineering degrees in both Civil Engineering and Environmental Engineering.

**CAREER OUTLOOK**
- Employment opportunities for civil and environmental engineering technicians are expected to increase by 78% and 10%, through 2016 due to the growth and repair of infrastructure (highways, bridges, dams, etc).
- Employment in environmental technology is expanding because of the increased awareness of environmental issues, and more stringent regulations.

**ADMISSION REQUIREMENTS:**
- Freshmen will meet all general admission requirements to SUNY Canton.
- Students should have completed four years regents level high school math and be ready for Pre-Calculus (MATH 123) and College Physics I (PHYS 121/125). Students not meeting these criteria will be required to take prerequisite math courses.
- Students with a two-year college degree in a related program area will be evaluated on case-by-case basis.
- Students not meeting these criteria will be required to take prerequisite math and College Physics I (PHYS 121/125).

**PROGRAM REQUIREMENTS:**

(Read more about the Civil & Environmental Engineering Technology – B.Tech. program at www.canton.edu/csoet/cet/.

**Semester I**
- ENGS 101 Intro to Engineering 2
- SOET 116 Intro to Computer Drafting 2
- CONS 101 Elementary Surveying 4
- MATH 123 Pre-Calculus 4
- PHYS 121/131 College/Univ. Physics I 3
- PHYS 125/135 College/Univ. Physics I Lab 1

**Semester II**
- CONS 172 Technical Statics 3
- PHYS 122/132 College/Univ. Physics II 4
- ENGL 102 Oral and Written Expression 3

**Semester III**
- CONS 203 Advanced Surveying 3
- CONS 272 Strength of Materials for Tech 3
- CONS 280 Civil Engineering Materials 3
- MECH 221 Engineering Materials Lab 1
- MATH 162 Calculus II 4
- CHEM 150 College Chemistry and Lab 4

**Semester IV**
- ENGS 102 Programming for Engineers 2
- CONS 216 Soils In Construction 4
- Program Elect 1 2/3/4
- MATH 364 Differential Equations 3
- GER (3, 4, 5, or 6) 3

**Semester V**
- CONS 336 Structural Analysis 3
- Program Elect 1 8-12

**Semester VI**
- SOET 370 Engineering Economics 3
- CONS 274 Construction Management 3
- SOET 250 Intro 3D CADD and BIM 2
- Program Elect 1 2/3/4
- GER (3, 4, 5, or 6) 3

**Semester VII**
- SOET 377 Engineering Ethics 1
- Program Elect 1 11-16

**Semester VIII**
- CONS 477 Capstone Project 3
- SOET 348 Engineering Safety 1
- Program Elect 1 6

**Program Elective:** a list of approved Program Electives is provided. Five (5) courses are required (CONS 325, CONS 326, CONS 385, CONS 386, and CONS 387) offered every 2, 3, or 4 semesters depending on demand. Students focusing on structural civil engineering technology must take 2 500/600 level GER courses in order to reach 45 upper division credits.

**Writing Intensive Course**

**General Education Elective:** Students must accomplish 7 separate GER categories: GER 3, 4, 5, 6, 7, 8, or 9. Students focusing on environmental engineering technology must take 2 500/600 level GER courses in order to reach 45 upper division credits.

**Capstone Project:** a list of approved Program Electives is provided. Five (5) courses are required (CONS 325, CONS 326, CONS 385, CONS 386, and CONS 387) offered every 2, 3, or 4 semesters depending on demand. Students focusing on environmental engineering technology must take 2 500/600 level GER courses in order to reach 45 upper division credits.

**Environmental Engineering Technology – B.Tech.:** Students must meet seven of the ten and have a total of 30 credits for the General Education Requirements.

**Student Learning Outcomes** can be found at www.canton.edu/csoet/cet/.
Criminal Investigation—B. Tech.

The Bachelor of Technology in Criminal Investigation provides a unique alternative to traditional criminal justice programs. This degree focuses on developing the necessary knowledge and skills required in criminal investigations. Students will complete an internship with a major law enforcement agency or complete 5 Upper Level JUST courses.

**Students In This Major:**
- Receive advanced training in criminal investigation.
- Learn to analyze forensic evidence, preserve crime scenes, collect and process evidence.
- Spend an entire semester with selected criminal investigation units or complete five upper level criminal justice courses.

**Career Opportunities:**
- Criminal investigation officer for police departments
- Federal law enforcement agencies
- Private investigation agencies
- Military police
- Crime Scene Technicians

**Admission Requirements:**
- Students must be prepared to take College level math (GER1) (MATH 106 or higher).
- Students must have a high school average of at least 80.
- Students must be prepared to take ENGL 101 or ENGL 102.
- Transfer students must have a minimum cumulative grade point average of 2.5. Recommended preparatory courses or their equivalencies are:
  - JUST 101 Introduction to Criminal Justice
  - JUST 110 Criminal Law
  - JUST 111 Criminal Procedure
  - JUST 203 Criminal Investigations
  - JUST 209 Law Enforcement Communications
  - JUST 210 Introduction to Forensic Investigation
  - MATH 111 Survey of Mathematics OR MATH 121 College Algebra
- Admission priority will go to SUNY Canton Criminal Justice students. A minimum grade point average of 2.5 is required.

**Program Requirements:**
*(Curriculum 1359)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>JUST 101</td>
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<tr>
<td>ENGL 101</td>
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<td>ENGL 102</td>
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<td>MATH 111</td>
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<td>PSYC 101</td>
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<td>JUST 110</td>
<td>3</td>
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<tr>
<td>SOCI 101</td>
<td>3</td>
</tr>
<tr>
<td>Natural Science w/Lab (GER 2)</td>
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<td>Humanities Elective (GER 7)</td>
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<table>
<thead>
<tr>
<th>Semester III</th>
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<tbody>
<tr>
<td>JUST 111</td>
<td>3</td>
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<tr>
<td>JUST 201</td>
<td>3</td>
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<td>JUST 209</td>
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<td>JUST 210</td>
<td>3</td>
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<tr>
<td>American History Elective (GER 4)</td>
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<tr>
<td>JUST 203</td>
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</tr>
<tr>
<td>JUST 207</td>
<td>3</td>
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<tr>
<td>Police Services</td>
<td>3</td>
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<td>Lib. Arts Elective (any GER)</td>
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<td>Lib. Arts Elective (any GER)</td>
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<td>Lib. Arts Elective (GER 5,6, 8,9)</td>
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<td>JUST 300</td>
<td>3</td>
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<tr>
<td>JUST 303</td>
<td>3</td>
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<tr>
<td>Interviews and Interrogations</td>
<td>3</td>
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<tr>
<td>U/L Liberal Arts Elective</td>
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<tr>
<td>General Elective</td>
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<td>JUST 301</td>
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<td>JUST 319</td>
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<td>JUST 310</td>
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<td>JUST 326</td>
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<td>JUST 350</td>
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<td>JUST 408</td>
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<td>JUST 429</td>
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<td>General Electives</td>
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<thead>
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<th>Semester VIII</th>
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<tbody>
<tr>
<td>JUST 430</td>
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<tr>
<td>(5) U/L JUST Electives</td>
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</table>

Students in the Criminal Investigation, B. Tech. program are required to earn a “C” or better in all JUST courses taken for credit in the program.

* Fulfills writing intensive requirement.

U/L = Upper Level Courses (300/400)

GER = General Education Requirement

**NOTE:** Criminal Investigation students must meet seven of the ten General Education Requirements and have 30 total GER credits.

**Student Learning Outcomes** can be found at www.canton.edu/sci_health/ci/.

The Law Enforcement Leadership program blends the disciplines of criminal justice, law enforcement and management. It provides the foundation to allow graduates to seek entry positions in law enforcement or to seek promotion into supervisory and management positions. Most graduates of this program will seek employment with law enforcement agencies, other governmental agencies or in the private sector. Since the program provides ample opportunities for electives, students may choose electives that may help them to develop or hone management skills, or acquire knowledge and skill in law enforcement techniques.

Students In This Major:
- Develop leadership and managerial skills needed to succeed in contemporary law enforcement agencies.
- Analyze critical issues in law enforcement.
- Study under the tutelage of experienced criminal justice professionals.
- Are exposed to current issues and state-of-the-art technology.
- Cultivate their education with a semester-long internship or additional course work.
- Qualified students have the opportunity to attend the David Sullivan-St. Lawrence County Law Enforcement Academy as an internship site.
- Can choose to take all classes for the degree online!

Career Opportunities:
- Law enforcement officers at local, state and federal level.
- Law enforcement management for municipal, state, and federal agencies.
- Probation and Parole.
- Security consultants.
- College and university campuses.

Career Outlook:
- Jobs for graduates in law enforcement are projected to increase by 7% through 2020 according to the U.S. Department of Labor Bureau of Labor Statistics.
- Higher education requirements for entry level employees of law enforcement agencies at all levels are becoming more common.

Admission Requirements:
- Students must be prepared to take College level math (GER1) (MATH 106 or higher).
- Students must be prepared to take Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).
- Students must have a high school average of at least 80.
- Transfer students must have a minimum cumulative grade point average of 2.25.

Program Requirements
(Curriculum 1911)

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
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<td>JUST 101</td>
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<td>ENGL 101</td>
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<td>JUST 110</td>
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<td>JUST 111</td>
<td>3</td>
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<tr>
<td>SOCI 101</td>
<td>3</td>
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<td>Amer. History Elective (GER 4)</td>
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<td>JUST 207</td>
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<td>ECON 101</td>
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<td>ECON 103</td>
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<td>POLS 101</td>
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<td>JUST 333</td>
<td>3</td>
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<tr>
<td>JUST 344</td>
<td>3</td>
</tr>
<tr>
<td>BSAD 301</td>
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<td>JUST 314</td>
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<td>BSAD 319</td>
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<table>
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<th>Semester VII</th>
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<tbody>
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<td>JUST 429</td>
<td>3</td>
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<tr>
<td>JUST 449</td>
<td>3</td>
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<tr>
<td>JUST 335</td>
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<tr>
<td>BSAD 375</td>
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<tr>
<th>Semester VIII</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>JUST 430</td>
<td>3</td>
</tr>
<tr>
<td>U/L BSAD or JUST Electives</td>
<td>15</td>
</tr>
<tr>
<td>**</td>
<td>**15</td>
</tr>
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</table>

*This course is only required for students intending to take JUST 430 Cumulating Experience. 
**Writing Intensive course

****BSAD 305, JUST 310, JUST 317, JUST 323, JUST 326, JUST 334, JUST 341, JUST 350, JUST 353, JUST 375

U/L = Upper Level course (300/400)

GER = General Education Requirement

NOTE: Criminal Justice: Law Enforcement Leadership students must meet seven of the ten General Education Requirements and have 30 total General Education credits.

NOTE: As of Fall 2013, all newly admitted transfers and freshmen must attain a grade of 2.0 or greater for any JUST course to receive credit towards graduation.

Student Learning Outcomes can be found at www.canton.edu/sci_health/lelm/.
The Bachelor of Technology in Dental Hygiene constitutes the final two years of a 2+2 articulation program in which the first two years entail completing an associate degree in Dental Hygiene from an accredited program. This degree provides graduates expanded career and graduate education opportunities in: administration, education, management, public health, sales, marketing, and research.

**STUDENTS IN THIS MAJOR:**
- Have expanded career and graduate education opportunities.
- Will complete a one semester internship.

**CAREER OPPORTUNITIES:**
- Administration
- Education
- Management
- Pharmaceutical Sales
- Public Health
- Sales & Marketing
- Research

**ADMISSION REQUIREMENTS:**
- Must have completed an associate degree in Dental Hygiene from an accredited program.

**PROGRAM REQUIREMENTS:**

*(Curriculum 1148)*

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>V</td>
<td>DHYG 350</td>
<td>Current Issues in Periodontics</td>
<td>3</td>
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<tr>
<td></td>
<td>HSMB 304</td>
<td>U.S. Health Care System</td>
<td>3</td>
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<td></td>
<td>EDUC 210</td>
<td>Principles of Education</td>
<td>3</td>
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<td></td>
<td>MATH 111</td>
<td>Survey of Math (GER1) OR Liberal Arts Elective</td>
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<td>Liberal Arts Elective(4,5,6,7,8,9)</td>
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**Semester VI**

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<th>Course Title</th>
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<td>DHYG 310</td>
<td>Contemporary Dental Hygiene Issues</td>
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<td>DHYG 340</td>
<td>Management Communications</td>
<td>3</td>
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<tr>
<td>HSMB 302</td>
<td>Legal &amp; Ethical Issues in Health Care</td>
<td>3</td>
</tr>
<tr>
<td>EDUC 300</td>
<td>Pedagogy &amp; Tech of Online Teaching</td>
<td>3</td>
</tr>
<tr>
<td>MATH 141</td>
<td>Statistics</td>
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**Semester VII**

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<tbody>
<tr>
<td>DHYG 360</td>
<td>Dental Hygiene Teaching Methodology</td>
<td>4</td>
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<tr>
<td>DHYG 370</td>
<td>Research Methods</td>
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<td>DHYG 385</td>
<td>Orientation to Internship</td>
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<tr>
<td>HLTH 330</td>
<td>Grant Writing Strategies</td>
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<td>ENGL 301</td>
<td>Professional Writing &amp; Communication</td>
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**Semester VIII**

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<th>Credits</th>
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<td>DHYG 390</td>
<td>Dental Hygiene Internship</td>
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<tr>
<td>HSMB 410</td>
<td>Senior Seminar</td>
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<td>U/L General Elective</td>
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<td>U/L Liberal Arts Elective (GER 4, 5, 6, 7, or 8)</td>
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<td></td>
<td>Liberal Arts Elective (4,5,6,7,8,9)</td>
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</table>

* Fulfill writing intensive requirement.

*Students who have not met the pre-requisite for MATH 141 (Statistics) take MATH 111; students who have already taken Statistics or have met the pre-requisite for MATH 141 take Liberal Arts Elective.

U/L = Upper Level Courses (300/400)

GER = General Education Requirement

**NOTE:** Dental Hygiene students must meet seven out of ten General Education Requirements.

Student Learning Outcomes can be found at www.canton.edu/sci_health/dhyg/.
The Electrical Engineering Technology (B. Tech) program at SUNY Canton provides opportunities for students to acquire knowledge and practical skills necessary to begin a career in engineering technology as technologist or engineer.

**STUDENTS IN THIS MAJOR:**
- Will demonstrate the mastery of the knowledge, techniques, skills, and modern tools in Electrical Technology.
- Will have the ability to apply current knowledge and adapt to emerging applications of mathematics, science, and engineering technology.
- Develop an ability to identify, design, analyze and solve technical problems.
- Develop an ability to communicate effectively.
- Learn to recognize the need for, and an ability to engage in lifelong learning.
- Learn the importance of professional, ethical and social responsibilities.
- Will demonstrate respect for diversity and knowledge of contemporary professional, societal and global issues.
- Will have a commitment to quality, timeliness, and continuous improvement.
- Will Have the opportunity to receive minor in Mathematics.

**CAREER OPPORTUNITIES:**
- Electronics Technologist
- Biomedical Engineering Technologist
- Sale Engineering Technologist
- Service Engineering Technologist
- Systems Test Engineering Technologist
- Product Engineering Technologist
- Software Engineering Technologist
- Documentation Engineering Technologist
- Quality Control Engineering Technologist
- Applications Engineering Technologist
- R&D Technologist
- Engineering Assistant
- Power Sub-Station Design Engineer
- Graduate School

**ACCREDITATION**
Accredited by the Engineering Technology Accreditation Commission (ETAC) of ABET, 415 N. Charles Street, Baltimore, MD 21201 – Telephone (410) 347-7700.

**ADMISSION REQUIREMENTS**
- Candidates must have a minimum of a high school diploma or GED.
- Students must be prepared to take Pre-Calculus (MATH 123). If a student does not meet the criteria, he/she will be required to take prerequisites in math. All students with high school diploma or GED will be required to take a placement examination to determine his/her standing.
- Students who graduate with a two year college degree in a program related area will be evaluated and awarded maximum credit to enable him/her to complete the (B. Tech) degree in two years. Transfer students from community colleges, universities or other institutions of higher learning with some coursework completed will be evaluated on case-by-case basis. Minimum grades of “C” for transfer provided the content is comparable to that offered at SUNY Canton.

**PROGRAM REQUIREMENTS:**
*(Curriculum 2234)*

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<thead>
<tr>
<th>Semester I</th>
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<tbody>
<tr>
<td>ENGS 101 Introduction to Engineering</td>
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<tr>
<td>ENGL 101 Expository Writing</td>
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<tr>
<td>MATH 123 Pre-Calculus</td>
<td>4</td>
</tr>
<tr>
<td>SOET 116 Intro to CAD &amp; Design</td>
<td>2</td>
</tr>
<tr>
<td>ELEC 101 Electrical Circuits I</td>
<td>3</td>
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<tr>
<td>ELEC 109 Electrical Circuits I Lab</td>
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<tbody>
<tr>
<td>EENG 102 Programming for Engineers</td>
<td>2</td>
</tr>
<tr>
<td>ELEC 102 Electric Circuits II</td>
<td>3</td>
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<tr>
<td>ELEC 129 Electric Circuits II Laboratory</td>
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<tr>
<td>MATH 161 Calculus I</td>
<td>4</td>
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<tr>
<td>ELEC 165 Digital Fundamentals &amp; Systems</td>
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<td>ELEC 166 Digital Fundamentals &amp; Systems Lab</td>
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<td>ENGL 101 English Literature (GER 7)</td>
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<tr>
<td>PHYS 131 University Physics</td>
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<td>PHYS 125/135 Physics I Laboratory</td>
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<td>ELEC 141 Industrial Controls</td>
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<td>ELEC 213 Microprocessors</td>
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<td>ELEC 231 Electronic Circuits</td>
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<td>Elective GER (3, 4, 5, 6, 8, 9)</td>
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<td>ELEC 231 Electronic Circuits</td>
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<tbody>
<tr>
<td>ELEC 243 Automated Control Systems</td>
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<tr>
<td>ELEC 215 Electrical Energy Conversion</td>
<td>4</td>
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<tr>
<td>ELEC 225 Telecommunications</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 122 College Physics II OR</td>
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<td>PHYS 132 University Physics II</td>
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<td>PHYS 126/136 Physics II Lab</td>
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<td>MATH 162 Calculus II</td>
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<td>ELEC 337 Engineering Ethics</td>
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<td>MATH 364 Differential Equations</td>
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<tr>
<td>ELEC 348 Engineering Safety</td>
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<td>ELEC 349 LAN/WAN Technology</td>
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<tr>
<td>ELEC 383 Power Transmission and Distribution</td>
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<td>ELEC 385 Electronic Communications I</td>
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<td>SOET 348 Engineering Safety</td>
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<tr>
<td>ELEC 477 Capstone Project*</td>
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<tr>
<td>ELEC 436 Biomedical Electronics OR</td>
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<td>ELEC 488 Electrical Power Systems</td>
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<td>SOET 370 Engineering Project Analysis</td>
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* Fulfills writing intensive requirement
**UL** = Upper Level Courses (300/400)
GER = General Education Requirement
Program Electives: Must be from approved list of program electives for the Electrical Technology program or permission of program coordinator.

**NOTE:** Electrical Engineering Technology students must meet seven of ten General Education Requirements, 45 upper level credits.

**Student Learning Outcomes** can be found at www.canton.edu/soet/elec/.
—This is a new technology program; application has been submitted to ABET for accreditation of this program as an engineering technology program.

The Bachelor of Technology degree in Emergency Management focuses on the development and education of emergency managers and other administrative personnel with responsibilities in emergency management or the allied homeland security field of study. Students receive education in the mitigation of, preparedness for, response to, and recovery from natural or technological emergencies, disasters and catastrophes. Students complete virtual incident command and training exercise activities, and have the opportunity to develop significant research projects or internships with emergency and disaster management agencies.

STUDENTS IN THIS MAJOR:

• Learn about the four phases of emergency management: mitigation, preparedness, response, and recovery.
• Analyze past disasters and examine effectiveness of the current all-hazards approach to emergency management.
• Learn about natural and technological hazards, and develop hazard and vulnerability assessments.
• Study new and innovative methods for preparing communities and organizations to address the risk of emergencies, disasters, and catastrophes.
• Build leadership, communication, decision-making and problem solving skills through the development and completion of incident command system-based tabletop, functional and full-scale virtual exercises.
• Explore the major legal and liability issues in emergency management and their potential roles in rule-making and policy development.
• Acquire the skills necessary to develop, conduct and evaluate disaster exercises in highly-structured and applied, interactive educational simulations.

CAREER OPPORTUNITIES:

• County and city emergency and disaster management agencies
• Regional and state emergency management and homeland security departments and agencies
• Federal emergency management and homeland security agencies
• Emergency management departments within many Federal agencies
• Hospitals and public health agencies
• Private corporations and businesses, including nuclear power plants
• Criminal justice, firefighting and emergency service agencies

ADMISSION REQUIREMENTS:

• Students must be prepared to take Survey of Math (MATH 121) or College Algebra (MATH 121)
• Students must be prepared to take Expository Writing (ENGL 101)
• Transfer students must have a minimum 2.0 GPA for admittance to the Emergency Management major and meet specific program requirements for admission.

PROGRAM REQUIREMENTS:

(Curriculum 1864)

Semester I Credits
CTIA 110 Intro. to Information Technology .......................... 3
ENGL 101 Expository Writing ........................................... 3
MATH 111 Survey of Math ............................................ 3
MATH 121 College Algebra ........................................... 3
PSYC 101 Introductory Psychology .................................. 3
American History (GER 4) ............................................. 3
15-16

Semester II
ACCT 101 Foundations of Financial Accounting OR
ACCT 104 Survey of Accounting ......................... 3
MATH 141 Statistics .................................................. 3
POLS 101 Intro. Gov’t and Politics OR
POLS 105 Nat’l Gov’t and Politics ..................... 3
Foreign Language (GER 9) ......................... 3
Arts Elective (GER 8) ..................... 3
16

Semester III
EADM 201 Fundamentals of EADM ......................... 3
EADM 205 Risk & Hazard Impact Studies .......... 3
SOCI 101 Introduction to Sociology ................... 3
Other World Civil Elect. (GER 6) ............ 3
General Elective .................................................. 3
15

Semester IV
EADM 220 Disaster Mgmt. & Preparedness .......... 3
EADM 222 Comm.: Preparedness & Defense .......... 3
Humaneities Elective (GER 7) ...................... 3
Science Elective (GER 2) ........................... 3-4
West. Civilization Elect. (GER 5) ......... 3
15-16

Semester V
BSAD 305 Public Budgeting & Fiscal Mgmt. ... 3
BSAD 301 Principles of Management ............... 3
BSAD 319 Professional Ethics .......................... 3
U/L Program Elective ......................... 3
U/L Liberal Arts Elective .................. 3
15

Semester VI
EADM 307 Legal Issues in E&D ................. 3
BSAD 310 Human Resource Management .......... 3
BSAD 340 Management Communications * ..... 3
U/L General Elective ......................... 3
U/L Program Elective ..................... 3
15

Semester VII
BSAD 375 Leadership and Change ................. 3
EADM 400 Incident Command: System Coord. & Assessment .......... 3
EADM 430 Simulated Disaster Training .......... 3
U/L Liberal Elective ......................... 3
U/L Program Elective ..................... 3
15

Semester VIII
EADM 435 Disaster Simulation ....................... 6
EADM 480 Internship in EADM ...................... 3, 6, 9
AND/OR
EADM 485 Senior Project AND/OR
U/L Program Electives .................... 9
15

Upper Level Program Electives: All upper level EADM, JUST, LELM, HSMB, CONS, ECON, BSAD, SSCI, CITSA courses, and/or other upper-level courses with permission of instructor.

* Fulfills writing intensive requirement.

U/L = Upper Level Courses (300/400)
GER = General Education Requirement

NOTE: Emergency Management students must meet all General Education Requirements.

Student Learning Outcomes can be found at www.canton.edu/business/eadm/.

66
As our society moves to a more service-oriented world, the area of financial services becomes critical to our present and future economic situation. The movement toward blurring of the worlds of business, finance, stock brokerage, bond trades, insurance, banking and retirement planning has produced a tremendous growth industry. SUNY Canton’s Finance program puts our graduates on the leading edge of this service industry.

**STUDENTS IN THIS MAJOR:**
- Receive a solid fundamental education in the areas of business, finance, accounting, and liberal arts.
- Train in many operational areas of financial services.
- Have the opportunity to spend an entire semester in the financial industry.
- Prepare for graduate-level education.

**CAREER OPPORTUNITIES:**
The employment opportunities cover a broad range of options, including major employers and also entrepreneurship. Graduates are working in:
- Banking
- Insurance
- Credit Unions
- Brokerage Firms
- Financial Planning Firms
- Colleges and Universities

**EMPLOYERS OF SUNY CANTON GRADUATES:**
- Community Bank
- SEACOMM Federal Credit Union
- SUNY Canton
- North Franklin Federal Credit Union
- North Country Savings Bank
- MetLife

**ADMISSION REQUIREMENTS:**
- Students must be prepared to take Expository Writing (ENGL 101).
- Transfer students must have a minimum 2.0 GPA for admittance to the Finance major and meet specific program requirements for admission.

**PROGRAM REQUIREMENTS:**

*(Curriculum 0282)*

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<tr>
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<td>MATH 141</td>
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<td>BSAD 201</td>
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<td>BSAD 203</td>
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FSMA 415 Global Finance ......................... 3
FSMA 420 Financial Derivatives ............... 3
Program Elective 1 3

Semester VII
FSMA 325 Financial Compliance & Regulation 3
FSMA 422 Risk Management ....................... 3
BSAD 449 Strategic Policies & Issues .......... 3
Program Elective U/L 3
Program Elective U/L 3

Semester VIII
FSMA 480 Finance Internship** OR .......... 6-15
FSMA 410 Senior Project OR                15
5 U/L Program Electives 3-15

1 Program Electives: Courses in ACCT, ECON, FSMA, LEST and MINS
2 Program Electives: Courses in ACCT, BSAD, ECON, FSMA, MINS, and HSMB
3 Program Elective: Courses in FSMA

*Lowest acceptable level: College Algebra or Survey of Math.
**REMINDER: Pre-req to FSMA 480 or 410 is FSMA 429 (Orientation to Culminating Experience).
+REMINDER: Student may now take more than one course per GER category
The Bachelor of Technology degree in Funeral Services Administration is open to new students, transfer students and Funeral Directors who have passed the National Board Examination and are licensed. This is the only bachelor’s degree in Funeral Services Administration in New York State and one of only a few in the country.

**STUDENTS IN THIS MAJOR:**
- Participate in classes, practicums, and internships that provide theoretical education as well as practical training and experience in all phases of the Funeral Service profession including embalming and funeral directing.
- Are eligible to take the National Board Examination required for licensure.
- Experience a learning environment that is rigorous yet supportive and flexible.
- Can concentrate elective courses in their field of interest such as business, coroner preparation, or Human Services.
- Will be involved in online and on campus courses.

**ACCREDITATION:**
The Funeral Services Administration program at the State University of New York (SUNY) at Canton, is accredited by the: American Board of Funeral Service Education (ABFSE), 3414 Ashland Avenue, Suite G, St. Joseph, Missouri 64506; (816) 233-3747; www.abfse.org

**CAREER OPPORTUNITIES:**
- Funeral Director
- Embalmer
- Funeral Home Manager/Owner
- Pre-need Funeral Counselor in a funeral home or with specialized pre-need companies
- Funeral Service After Care Specialist
- Educator in Funeral Services
- Cemetery Administration

- Allied Professions such as cemeteries, crematories, mortuaries, coroners, and medical examiners offices, organ and tissue banks, teaching funeral service, and funeral supply sales such as caskets, vaults, embalming fluids, computer software companies.

**LICENSED FUNERAL DIRECTOR PROGRAM:**
Licensed Funeral directors who have already graduated and passed the National Board Examination are eligible to obtain credit for Funeral Services Administration courses through challenge exams or portfolio development. The FSAD Program will allow up to 20 credits in these types of experiential learning.

**ADMISSION REQUIREMENTS:**
- Students must be eligible for enrollment in Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).
- Students must be eligible for enrollment in Survey of Mathematics (MATH 111) or Statistics (MATH 141).
- Transfer students must have a minimum 2.0 GPA.
- Blue card requirements, see website under Program Description.

**PROGRAM REQUIREMENTS**
*(Curriculum 0152)*

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<td>Oral and Written Expression</td>
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<td>FSAD 111</td>
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<td>Study of Funerals: Past and Present</td>
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<td>FSAD 100</td>
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<td>Intro to Information Technology**</td>
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<td>Foundations of Financial Acct.*</td>
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<td>SSCI 315</td>
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<td>Death, Dying &amp; Bereavement**</td>
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<td>Human Anatomy</td>
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<td>FSAD 121</td>
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<td>Analytical Embalming Techniques</td>
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<td>FSAD 129</td>
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<td>Clinical Practice</td>
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<td>FSAD 225</td>
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<td>Professional Funeral Practice</td>
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<td>FSAD 214</td>
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<td>Funeral Home Management I*</td>
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<td>Pathology**</td>
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<td>FSAD 307</td>
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<td>Human Response to Death</td>
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<tr>
<td>FSAD 322</td>
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<td>Funeral Home Management II*</td>
<td>3</td>
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<td></td>
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<td>U/L General Elective</td>
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<td></td>
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<td>U/L Management, Social Science or Health Elective</td>
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<th>Level</th>
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<td>FSAD 323</td>
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<td>Restorative Art.</td>
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<td>FSAD 308</td>
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<td>Intro to Internship</td>
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<td>FSAD 401</td>
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<td>Funeral Service Law</td>
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<td>FSAD 406</td>
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<td>Bereavement Counseling</td>
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<td>FSAD 420</td>
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<td>Current Issues in Funeral Service*</td>
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<td>Advanced Embalming</td>
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<td>FSAD 445</td>
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<td>Mortuary Compliance</td>
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<td>Internship</td>
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*“C” or better is required in all FSAD courses

**Core course: covers topics directly assessed on the NBE**

**Note:** Funeral Services Administration students must meet seven of the ten General Education Requirements and 30 total liberal arts credits.

**Student Learning Outcomes** can be found at www.canton.edu/sci_health/fsad/outcomes.html.

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The Bachelor of Technology in Graphic and Multimedia Design (GMMD) is a fast-paced technology and culture-driven major for creative students interested in pursuing a four-year degree. Students can also expect to learn about mobile and social media, and other new forms of communication.

**Students In This Major:**
- Create and design original works using graphics, video, photography, sound, and animation.
- Develop communications skills, management skills, and analytical skills.
- Learn design theory and interact with the latest multimedia authoring software.
- Design and launch their own multimedia project individually, as part of a team, and/or complete an internship within the media field.

**Career Opportunities:**
- Graphic designer
- Web designer
- Advertising specialist
- Public Relations specialist
- Video/Sound/or Video Game designer
- Journalist

**Potential Employers**
- Web Design Firms
- Advertising Firms
- Government
- Education
- News Agencies
- Other (design departments)

**Admission Requirements:**
- Prepared to take Expository Writing (ENGL 101)
  - NYS Regents score ≥ 75; or
  - Verbal SAT score ≥ 420; or
  - Reading and Writing ACT scores ≥ 17; or
  - Transfer student who has already passed a college level English course.
- Transfer students from other institutions and majors may have to complete certain bridge courses that could extend their graduation date.

**Program Requirements:**
*(Curriculum 2026)*

**Semester I**
- GMMD 101 Intro to Media Studies 3
- ARTS 101 Intro to Drawing 3
- CITA 152 Computer Logic 3
- ENGL 101 Expository Writing 3
- MATH 111 Survey of Mathematics 3
- OR
- MATH 121 College Algebra 4

**Semester II**
- GMMD 102 Intro to Design 3
- CITA 180 Intro to Programming 3
- ENGL 202 Creative Non-Fiction 3
- HUMA 189 Acting and Improvisation OR
- SPCH 104 Introduction to Speech 3
- SOCI 101 Introduction to Sociology 3

**Semester III**
- GMMD 201 Digital Photography 3
- ARTS 201 Art History BCE to 16th Century ** OR
- ARTS 202 Art History 16th-20th Centuries ** OR
- ARTS 203 Art and Society 3
- ENGL 221 Creative Writing 3
- Foreign Language (GER 9) 3
- Natural Science (GER 2) 3

**Semester IV**
- GMMD 211 Film Analysis 3
- SOCI 250 Sociology of Mass Media 3

- American History (GER 4) 3
- Natural Science or Math Elective 3
- General Elective 3

**Semester V**
- GMMD 301 3-D Design 3
- GMMD 313 Studies in Genre Film 3
- ENGL 309 Journalism* 3
- CITA 342 Visual Programming 3
- Western Civilization (GER 5) 3

**Semester VI**
- GMMD 302 Digital Photojournalism OR
- GMMD 303 Experimental Digital Photography 3
- GMMD 330 Web Design and Development 3
- GMMD 331 Digital Illustration and Typography 3
- ENGL 301 Professional Writing 3
- Other World (GER 6) 3

**Semester VII**
- GMMD 401 Multimedia Product Design 3
- GMMD 409 Issues in New Media Journalism 3
- GMMD 411 Digital Documentary Video OR
- GMMD 412 Experimental Digital Video 3
- GMMD 420 Animation Techniques 3
- OR
- GMMD 421 Sustainability Design 3
- GMMD 440 Senior Project Proposal/Internship Orientation 1
- U/L Arts or Humanities Elective (GER 7, 8) ** 3

**Semester VIII**
- GMMD 432 Virtual Worlds 3
- U/L Elective 3
- SELECT ONE OR TWO COURSES 8
- GMMD 441 Group Project 4
- GMMD 442 Individual Project 4
- GMMD 443 Arts Management Internship 4

**Student Learning Outcomes** can be found at www.canton.edu/csoet/gmmd/gmmd/html.

**NOTES:**
- Graphic and Multimedia Design students must meet all of the General Education Requirements.
- **Fulfills writing intensive requirement**
- **Art History (ARTS 201/202) can be counted as either GER 7 or GER 8; this elective should be used to cover the remaining General Education area.**
- U/L = Upper Level Courses (300/400)
- GER = General Education Requirement

**GENERAL ELECTIVES:**
- Arts Management Internship 4
- General Education Electives 1-4
- Natural Science or Math Electives 1-4
- Upper Level Electives 1-4
- Writing Intensive Electives 1-3
Health & Fitness Promotion—B. Tech.

The fitness industry continues to grow as the benefits of good health and exercise become more evident in our society. Fitness is no longer reserved for the elite athlete, but is important for all of society as a means of disease prevention and longevity. Students who complete the bachelor program in Health and Fitness Promotion may pursue employment in settings that promote health and wellness including fitness centers, corporate fitness facilities, as personal trainers, with athletic teams, and community and health organizations. Once enrolled in the program, students have three tracks to choose from to best meet their career goals: science, business, or physical therapy assistant.

The science track is designed for students who plan on pursuing graduate level studies in physical therapy, occupational therapy, or physician’s assistant. If a student is interested in physician’s assistant, they may also be required to take additional science and math course work that may not be included in this program, such as organic chemistry, microbiology, and calculus. This is best discussed with the student’s advisor.

The business track is designed for students who are interested in handling the day-to-day business operations of a fitness facility in addition to their personal trainer or strength and conditioning duties. These students are more interested in helping run a facility or perhaps owning their own business or facility. The business track will provide students with fundamental courses in business and management which should serve to prepare them for business ownership or positions of management in the field.

The physical therapy assistant track is designed for students who have already obtained a two-year PTA degree and wish to complement their physical therapist assistant training with further knowledge in exercise and fitness, or who wish to pursue a Doctor of Physical Therapy Degree after obtaining their bachelor’s in Health and Fitness Promotion.

All tracks provide students with a core foundation in health promotion and fitness. Students will be able to choose from specialized electives with an emphasis on exercise and sports. Students also have the opportunity to pursue an internship in an area of their interest.

**Career Opportunities:**
- Graduates of the program may pursue employment in settings that promote health and wellness including fitness centers, corporate fitness facilities, as personal trainers, with athletic teams, and community and health organizations.
- According to the U.S. Bureau of Labor Statistics, jobs for fitness workers are expected to grow 27 percent through 2016.

**Transfer Opportunities:**
- Doctor of Physical Therapy (DPT) programs
- Masters of Exercise Science

**Admission Requirements:**
- Students must have prerequisites to enroll in a GER Math course and ENGL 101.

**Program Requirements:**
*(Curriculum 2254)*

**Semester I**
- HEFI/HLTH/PHTA/BSAD
- Program Elective
- BOL 217 Anatomy & Physiology I
- ENGL 101 Expository Writing OR
- ENGL 102 Oral & Written Expression
- PSYCH 101 Introduction to Psychology
- GER/Liberal Arts Elective

**Semester II**
- HEFI/HLTH/PHTA/BSAD
- Program Elective
- BOL 218 Anatomy & Physiology II
- GER Math*
- GER/Liberal Arts Elective
- GER/Liberal Arts Elective

**Semester III**
- Program Elective (HEFI/HLTH/PHTA/BSAD)...
- PSYC 225 Human Development
- ACCT 101 Founds. of Financial Accounting OR
- PHYS 121 & 125 Or College Physics I & Lab...
- GER/Liberal Arts Elective (1-9)...
- GER/Liberal Arts Elective (1-9)

**Semester IV**
- HEFI/HLTH/PHTA/BSAD
- Program Elective
- MATH 141
- BSAD 301 Principles of Management
- MATH 141 Statistics
- General Elective
- General Elective U/L if needed

**Semester V**
- HEFI 404 Legal Aspects and Documentation in Health & Fitness Professions
- CHEM 150 College Chemistry I OR
- BSAD 301 Principles of Management
- MATH 141 Statistics
- General Elective
- General Elective U/L if needed

**Semester VI**
- CHEM 155 College Chemistry II OR
- SPMT 306 Sports Operations & Facilities Management
- HEFI 303 Exercise Physiology
- HEFI 375 Fitness and Sports Nutrition
- HEFI 405 Current Issues in Health & Physiology
- Fitness (WI)**
- General Elective U/L if needed

**Semester VII**
- HSMB 330 Grant Writing Strategies
- HEFI 406 Orientation to Culuminating Exp
- HEFI 401 Fitness Assessment & Exercise Prescription
- U/L Program Elective

**Semester VIII**
- HEFI 407 Health & Fitness Internship AND/OR U/L Program Electives

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*Students who wish to pursue the science track or are planning to pursue a DPT or wish to take Physics must take College Algebra (Math 121) for their required GER math.

**Fulfills writing intensive requirement.**

U/L = Upper Level Courses (300+400)

GER = General Education Requirement

**Program Electives:**
- HEFI 310 Advanced Care and Prevention of Athletic Injuries
- HEFI 320/PSYC 320 Psychology of Health and Fitness
- HSMB 303 Occupational Health & Safety
- HEFI 402 Strength and Conditioning
- HEFI 403 Community Wellness
- HEFI 408 Exercise Prescription for Special Populations

**NOTE:** Health & Fitness Promotion students must take seven out of ten General Education Requirements including one and ten, and 30 total General Education credits.

**Student Learning Outcomes** can be found at www.canton.edu/sci_health/hefi/.
Health Care Management is a Bachelor of Technology degree, which includes study in health, science, business and management. Students will be prepared to enter public and private service jobs with theoretical and practical skills necessary for a challenging lifelong career in an ever changing technological society.

STUDENTS IN THIS MAJOR:
- May start as a freshman or transfer credits from another discipline for advanced standing in the major.
- May take asynchronous online courses and thus attendance in Canton will not be necessary.
- Will have internship possibilities in the last semester of study.
- Will have a diverse background in health sciences, health care management and business management upon completion of the program.

CAREER OPPORTUNITIES:
- Upward mobility in management of allied health fields
- Public and private health service careers
- Long-term care administration
- Research in public health on county, state and federal levels
- Business sector jobs in administration within industry, education, government as well as health care

ADMISSION REQUIREMENTS:
- Students must be prepared to take Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).
- Transfer students must have a minimum GPA of 2.0.

PROGRAM REQUIREMENTS:
- All students will complete a minimum of 120 credits, maintaining a GPA of 2.0.
- In order to advance to junior level status students will complete 60 credits, maintaining a GPA of 2.0.
- Course work from certificate and associate degree programs with a minimum grade of C may be accepted to permit advanced standing.
- In order to maintain junior and senior level status and to advance to the final semester, all students must maintain a GPA of 2.0.
- In order to advance to the final semester and begin an internship, all students must obtain a passing grade in Health Services Management Internship Orientation (HSMB 308).
- In order to graduate, all students must successfully complete an Internship (HSMB 408) and/or an Internship Alternative and Senior Seminar (HSMB 410).

(Curriculum 0253)

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HSMB 101</td>
<td>Intro. to Health Services Mgmt. ...... 4</td>
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<tr>
<td>ENGL 101</td>
<td>Expository Writing OR .................. 4</td>
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<tr>
<td>ENGL 102</td>
<td>Oral and Written Expression ............3</td>
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<tr>
<td>Natural Science (GER 2) .................. 3</td>
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<tr>
<td>PSYC 101</td>
<td>Introductory Psychology ................ 3</td>
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<tr>
<td>CITA 110</td>
<td>Intro. to Information Tech. ........... 3</td>
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<tr>
<td>FYEP 101</td>
<td>First Year Experience .................. 1</td>
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<td>MATH 111</td>
<td>Survey of Math OR ....................... 3</td>
</tr>
<tr>
<td>MATH 141</td>
<td>Statistics ................................ 3</td>
</tr>
<tr>
<td>PSYC 225</td>
<td>Human Development ....................... 3</td>
</tr>
<tr>
<td>ECON 101</td>
<td>Macroeconomics OR ....................... 3</td>
</tr>
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<td>General Elective (GER 1) ............... 3</td>
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<td>General Elective (GER 4,6,8) .......... 3</td>
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<td>ACCT 101</td>
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<tr>
<td>HLTH 200</td>
<td>Medical Terminology of Disease OR ... 3</td>
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<tr>
<td>HSMB 200</td>
<td>Terminology and Coding ................ 3</td>
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<td>BSAD 201</td>
<td>Business Law I .......................... 3</td>
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<td>General Elective (GER 5,7,9) ........... 3</td>
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<td>General Elective ........................3</td>
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<tr>
<td>ACCT 102</td>
<td>Foundations of Managerial Acct. ....... 3</td>
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<tr>
<td>FSMA 210</td>
<td>Introduction to Finance ................ 3</td>
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<td></td>
<td>Program Elective ........................ 3</td>
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GER Elective (Needed GER: See Advisor) ................................................. 3
General Elective (GER recom.) ................................................. 3

Semester V  
HSMB 304 U.S. Health Care System ........ 3
HSMB 301 Public Health Issues ............. 3
BSAD 301 Principles of Management ........ 3
HSMB 306 Health Care Financing ............ 3

Semester VI  
BSAD 340 Management Communications .... 3
Program Elective .......................... 3
BSAD 310 Human Resource Management ...... 3
HSMB 307 Health Care Facility Admin. .... 3
U/L Liberal Arts Elective .................. 3

Semester VII  
BSAD 203 Marketing .......................... 3
HSMB 302 Legal and Ethical Issues in Health.* 3
HSMB 305 Managed Care ..................... 3
Program Elective .......................... 3
HSMB 308 HSM Internship Orientation ...... 1
General Elective ........................... 1-3

Semester VIII  
HSMB 410 Senior Seminar .................... 3
HSMB 408 Internship OR ..................... 3

U/L Liberal Arts Elective .......................... 12

*Writing Intensive
U/L = Upper Level Courses (300/400)
GER = General Education Requirement
1 Pending State Approval
2 Internship alternative consists of 3-12 credits of U/L Program Electives

Program Electives: ACCT, BIOL, BSAD, CHEM, CITA, DHYG, ECON, FSAD, FSMA, HEFI, HLTH, LEST, MINS, NURS, PHTA, VICT.
Program must meet 7 of 10 General Education Requirements (including 1, 2, 3 & 10) and 30 total Liberal Arts credits.

Student Learning Outcomes can be found at www.canton.edu/business/health_care/
The Homeland Security program provides students with a combination of theory and practical skills in the subject area as well as offering a solid grounding in the broader justice system. As a result, students will understand the importance of the impact of technology, human resources and other organizational constraints on homeland security strategies confronting both the public and private sector.

**Students In This Major:**
- Receive advanced training in identifying, protecting and responding to threats in both the public and the private sectors in the post-USA PATRIOT Act society.
- Are familiarized with immigration law and issues related to civil liberties while involved in intelligence operations.
- Receive the same certification in the Incident Command System/National Incident Management System as our nation’s first responders.
- Individualize their final semester by either completing an internship with a criminal justice agency or completing five upper level criminal justice courses.

**Career Opportunities:**
- FBI
- Private Sector Security
- U.S. Border Patrol
- U.S. Coast Guard
- U.S. Department of Homeland Security’s Immigration and Customs Enforcement (ICE)
- U.S. Drug Enforcement Administration
- U.S. Marshal’s Service
- U.S. Secret Service
- International Criminal Police Organization (Interpol)
- Transportation Security Administration

**Admission Requirements:**
Admission to the Bachelor of Technology in Homeland Security is competitive.
- Students must be prepared to take College level math (GER1) (MATH 106 or higher).
- Students must have a high school average of at least 80.
- Students must be prepared to take ENGL 101 or ENGL 102.
- Transfer students must have a minimum cumulative grade point average of 2.5. Recommended preparatory courses or their equivalents are:
  - JUST 101 Introduction to Criminal Justice
  - JUST 105 Correctional Philosophy
  - JUST 110 Criminal Law
  - JUST 111 Criminal Procedure
  - JUST 209 Law Enforcement Communications
  - MATH 111 Survey of Mathematics or MATH 121 College Algebra
- Admission priority will go to SUNY Canton Criminal Justice students. A minimum grade point average of 2.5 is required.

**Program Requirements**
*(Curriculum 2335):*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>JUST 101</td>
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<td>ENGL 101</td>
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<td>ENGL 102</td>
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<td>MATH 111</td>
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<td>PSYC 101</td>
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<td>CITI 110</td>
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<tr>
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<tr>
<td>JUST 105</td>
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<td>JUST 110</td>
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<tr>
<td>SOCI 101</td>
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<th>Semester III</th>
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<tbody>
<tr>
<td>JUST 111</td>
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<tr>
<td>JUST 201</td>
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<tr>
<td>JUST 209</td>
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<tr>
<td>JUST 230</td>
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<td>Lib. Arts Elective GER 5,6,7,8,9</td>
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<tr>
<th>Semester V</th>
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<td>JUST 303</td>
<td>3</td>
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<tr>
<td>Investigative Interviews OR U/L Program Elective</td>
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<tr>
<td>JUST 326</td>
<td>3</td>
</tr>
<tr>
<td>JUST 375</td>
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<td>Program Elective</td>
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<td>JUST 314</td>
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<td>LEST 375</td>
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<td>JUST 355</td>
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<tr>
<td>U/L Program Elective</td>
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<td>General Elective</td>
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<th>Credits</th>
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<tr>
<td>JUST 380</td>
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<td>Civil Liberties &amp; Homeland Security</td>
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<tr>
<td>JUST 415</td>
<td>3</td>
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<tr>
<td>Emerging Issues in Homeland Security</td>
<td>3</td>
</tr>
<tr>
<td>JUST 420</td>
<td>3</td>
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<tr>
<td>Corporate Role in Homeland Security</td>
<td>3</td>
</tr>
<tr>
<td>JUST 425</td>
<td>3</td>
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<tr>
<td>Law Enforcement Intelligence Systems in Homeland Security</td>
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<tr>
<td>JUST 429</td>
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<td>Intro. to Culminating Experience</td>
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<tr>
<td>JUST 430</td>
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<td>Culminating Experience in Criminal Justice OR U/L JUST Electives</td>
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<td>(5) U/L JUST Electives</td>
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Students in the Homeland Security, B. Tech. program are required to earn a C or better in all JUST courses taken for credit in the program. **Writing intensive course.**

**Upper Level Courses (300/400)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>GER-General Education Requirement</td>
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</table>

**Note:** Homeland Security students must meet seven of the ten General Education Requirements and have 30 total GER credits.

**Student Learning Outcomes** can be found at www.canton.edu/sci_health/home/.

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The Industrial Technology Management (ITM) curriculum provides students with the opportunity to blend technical interests with management and leadership aspirations. This academic program is ideal for students seeking to build upon a background in engineering technology (e.g. electrical, mechanical, civil, or construction) with an emphasis on developing abilities for project management, systems thinking, managerial skills, entrepreneurship, and business development.

**Students In This Major:**

- Have a specialization in an engineering discipline.
- Are able to plan and manage technical projects.
- Are prepared to contribute to business development activities such as product development, operational support, technical marketing, and production management.
- Develop skills to function in and lead a team-based effort.
- Are able to communicate in an organized manner through technical reports in written, oral, and other formats appropriate to their careers.

**Career Opportunities:**

Employment opportunities are broad and span the range of industry and commerce. Opportunities in this market include:

- Manufacturing and quality control
- Operations management
- Logistics
- Field managers
- Planning and scheduling
- Sales

**Admission Requirements:**

Incoming students will meet all general admission requirements as freshmen to SUNY Canton and be prepared to take College Algebra (MATH 121). Transfer students will be evaluated individually by the program academic advisor and must have a minimum GPA of 2.0.

**Program Requirements:**

*(Curriculum 0935)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENGL 101 Expository Writing</td>
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<td>ENGL 102 Oral and Written Expression</td>
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<tr>
<td>MATH 123 Pre-Calculus</td>
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<tr>
<td>SOET 116 Introduction to CADD</td>
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<tr>
<td>PHYS 121 College Physics I</td>
<td>3</td>
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<tr>
<td>PHYS 125 Physics Lab I</td>
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<td>Program Elective</td>
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<td><strong>Total</strong></td>
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<table>
<thead>
<tr>
<th>Semester II</th>
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<tbody>
<tr>
<td>ACCT 101 Foundations of Financial Accounting</td>
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<tr>
<td>ACCT 104 Survey of Accounting</td>
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<td>MATH 161 Calculus I</td>
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<td>SOET 477 Engineering Technology Capstone</td>
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</table>

* Fulfills writing intensive requirement.

U/L = Upper Level Courses (300/400).

U/L = Upper Level Courses (300/400).

GER = General Education Requirement.

**Program Electives:** Any course from the Canino School of Engineering Technology, or the Business Department.

All Program Elective courses presented for graduation must have at least a grade of “C” (or transfer credit).

Students in this program must take at least 45 upper division credits (course numbers 300/400) and a minimum of 30 Liberal Arts credits.

**Note:** Industrial Technology Management students must meet seven of the ten General Education Requirements. Four of the GERs (GER 1, 2, 3, and 10) are met with existing curriculum course requirements. The remaining three GERs must be met by selecting one course each in three of the following six areas: American History (GER 4); Western Civilization (GER 5); Other World Cultures (GER 6); Humanities (GER 7); The Arts (GER 8); Foreign Language (GER 9).

**Student Learning Outcomes** can be found at www.canton.edu/csoet/itm/.

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73
The Information Technology (IT) curriculum introduces the student to computer systems, networks, and communications. This academic program is appropriate for students seeking careers in information technology including network administration, operations, systems design, troubleshooting and management. Students have the opportunity to learn systems analysis and design, information management, security implementation, web administration and commerce, and programming.

**Students In This Major:**
- Develop management skills, communication skills, and other skills in order to meet their challenging career.
- Are taught by qualified faculty in small classes.
- Gain hands-on experience on computer hardware, networking, database management, web development, security implementation, and IT applications.
- Will complete a Capstone Project and may take an internship.

**Career Opportunities:**
- System Analyst
- IT Consultant
- Network Administrator
- Database Manager
- Web Master
- IT Security Specialist
- IT Position in any industry

**Potential Employers:**
- IT Companies
- Health Management Services
- Financial Services
- Government
- Education
- Military
- IT Departments in any industry

**Admission Requirements:**
- Students must be qualified to enter at least College Algebra (MATH 121) and Oral and Written Expression (ENGL 102).
- Chemistry or Physics courses are recommended.
- Computer or technology courses are strongly recommended.
- Transfers into this program must have a 2.0 GPA for admission. Students from other institutions and majors may have to complete certain bridge courses that could extend their graduation date.

*Students who do not meet necessary prerequisites may be admitted to the College. However, completing the program may require more than four years.*

**Program Requirements:** *(Curriculum 2045)*

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<tr>
<th>Semester I</th>
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*Fulfills writing intensive requirement.

**GER = General Education Requirement**

Students in this program must take at least 45 upper division credits (course numbers 300/400) and a minimum of 30 Liberal Arts credits.

Seven of ten SUNY General Education Requirement academic areas (including mathematics and basic communication) and 30 credits of SUNY General Education courses must be completed within the first two years of full-time study of the program.

1. ENGL 101 Expository Writing may be taken in place of ENGL 102 Oral and Written Expression.
2. Minimum mathematics requirement is MATH 121 College Algebra.
3. ACCT 101 Financial Accounting or ACCT 104 Survey of Accounting recommended.
4. Program Electives are courses from within the Canino SOET and the Business Department.

Student Learning Outcomes can be found at www.canton.edu/csoet/it/.

**Additional Graduation Requirements**

Students must take at least four upper level CITA/MINS courses and SOET 477 (Capstone Project) from SUNY Canton. Each required CITA / Program Elective course used to meet graduation requirements must have a grade of C or higher or transfer credit. No more than 3 CITA credits with a course number below CITA 150 may be used for credit towards graduation.
According to the U.S. Department of Labor Bureau of Labor Statistics, “The legal system affects nearly every aspect of our society, from buying a home to crossing the street.” Such a profound impact suggests that there are a variety of opportunities for individuals with an education in Legal Studies. The Department of Labor states that employers prefer graduates of postsecondary education programs. A graduate of SUNY Canton’s Legal Studies program may find employment in law firms, corporations, hospitals, and local, state or federal government offices. Since the program covers many legal specialties, students may choose electives that may help them to specialize in one or more areas.

**Students In This Major:**

- Spend a significant amount of time Engaging in legal research, analysis, and writing.
- Learn from faculty who bring a wealth of real world legal experience to the classroom.
- May take elective courses in Accounting, Business, and Criminal Justice to receive an interdisciplinary education.
- Can choose online program components for maximum flexibility.
- Engage in a semester-long internship as a culminating experience.

**Career and Graduate Education Opportunities**

- Law school or other graduate programs
- Paralegals or legal assistants in law firms.
- Specialists in Real estate and mortgage document preparation.
- Professionals in District Attorney, Sheriff, Probation, Legal Aide, and Public Defender Offices
- Freelance work as Paralegals.

**Career Outlook**

- Jobs for graduates in Legal Studies are projected to grow by 18 percent from 2010 to 2020 and experienced, formally trained paralegals should have the best job prospects according to the U.S. Department of Labor Bureau of Labor Statistics.

**Admission Requirements:**

- Students must be prepared to take Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).
- Transfer students must have a cumulative grade point average of 2.0 for admission to the Legal studies major and meet specific program requirements to be considered for admission.

**Program Requirements**

*(Curriculum 0818)*

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**Total Credits for Degree 125-127**

**Writing Intensive Course**

_**U/L = Upper Level Courses (300/400)**_

_**GER = General Education Requirement**_

**Program Electives:** Courses in ACCT, LEST, BSAD, or JUST (Except JUST 101, 110, and 111). Legal Issues in E & D (EADM 307), Perpetrators & Victims: Crime and Violence in Literature (ENGL 305), Professional Writing and Communication (ENGL 301), Introduction to Finance (FSMA 210), Estate Planning (FSMA 410), Legal and Ethical Issues in Health Care (HSMB/NURS 302), and Funeral Service Law (FSAD 401).

**NOTE:** Legal Studies students must meet all ten General Education Requirements.

**Student Learning Outcomes** can be found at www.canton.edu/business/lest/.

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Management—BBA

The Bachelor of Business Administration in Management provides a solid foundation in current management theory and practice. Students are introduced to the principles of accounting, finance, marketing, strategy, operations, human resources, economics, ethics, and communications. Case studies, internships and real world applications in corporate, non-profit, and government settings are integral parts of this exciting four-year program.

Students In This Major:
- Are educated in all of the functional managerial areas.
- Use cutting-edge case studies to hone analytical skills.
- Are encouraged to pursue a minor for additional skill sets.

Career Opportunities:
Graduates plan, organize, and control organizational resources to enhance value to stockholders and stakeholders of the organization. Graduates assume entry managerial roles in:
- Retail organizations
- Non-profit organizations
- Government organizations
- Manufacturing organizations

Admission Requirements:
- Students must be prepared to take Expository Writing (ENGL 101).
- Transfer students must have a cumulative GPA of 2.0 to be admitted into the program.

Program Requirements:
(Curriculum 1645)

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<td>CITA 110  Intro to Information Technology ......</td>
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<td>ECON 101  Macroeconomics (GER 3) ............</td>
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<td>ACCT 102  Foundations of Managerial Accounting ..........</td>
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<td>Semester VII</td>
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<tr>
<td>BSAD 400  Operations Management ..........</td>
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<tr>
<td>BSAD 449  Strategic Policies and Issues ..........</td>
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<td>General Elective..........................</td>
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<td>U/L General Elective ..................</td>
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<td>U/L Elective (BSAD/ECON/ACCT/MINS/SPMT) .........</td>
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<tr>
<td>BSAD 406  Cumulative Evaluation—BBA in Management ..........</td>
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<tr>
<td>BSAD 450**  Business Internship AND/OR ..........</td>
<td>6-12</td>
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<tr>
<td>BSAD 410  Senior Project AND/OR .............</td>
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<tr>
<td>U/L Program Elective ..................</td>
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</table>

L/L = Lower Level Courses (100/200)
U/L = Upper Level Courses (300/400)
GER = General Education Requirement
* Fulfills writing intensive requirement.
**3.0 GPA required to enroll in BSAD 450 Business Internship

Program Electives: ACCT, BSAD, ECON, FSMA, LEST, GMMD, HSMTE, SPMT and MINS

Reminder: Prerequisite to BSAD 450 or BSAD 410 is BSAD 405 (Orientation to Culminating Experience)

NOTE: Management students must meet eight of the ten General Education Requirements.

Student Learning Outcomes can be found at www.canton.edu/business/bsad/.
Graduates of the Bachelor of Mechanical Engineering Technology (B. Tech) program have knowledge on the applied aspects of science and engineering technology that demonstrate skills in analysis, design, development, implementation, and oversight of mechanical systems. Graduates will exhibit skills necessary to be successful in industrial manufacturing processes, experimental techniques and procedures, machinery, thermal/ fluid/ energy systems, instrumentation and control systems, and heating, ventilation and air conditioning (HVAC) systems. Graduates will be successful technologists, field technologists, technical managers, process and sales engineers and will be prepared academically to enter and succeed in related postgraduate degree programs.

**STUDENTS IN THIS MAJOR:**

- Choose their track of study between Design/ Manufacturing and Energy (HVAC and Alternative Energies).
- Apply mathematics, science, engineering and technology to design systems, components and/or processes.
- Utilize sophisticated laboratory equipment to conduct, analyze and interpret experimental data and report results for process improvement.
- Apply computer skills to design, interpret and analyze data, solve problems and prepare reports/presentations for professional communications.
- Develop team skills through hands projects that require a commitment to quality, timeliness, and continuous improvement while maintaining professional, ethical and social responsibilities.
- Gain real world experience through internship opportunities and project-based learning.

**CAREER OPPORTUNITIES:**


**ADMISSION REQUIREMENTS:**

- Candidates should have completed NYS Regents Math B with grade 80 or better, or Course III with one additional year of high school mathematics, and be ready to enroll in pre-calculus. If a student does not meet this criterion, he/she will be required to take prerequisites in mathematics.
- Students who graduate with a two year college degree in a program related area will be evaluated with the objective of awarding maximum credit toward the completion of the (B Tech) degree.
- Transfer students from community colleges, universities or other institutions of higher learning with some coursework completed will be evaluated on case-by-case bases.
- Refer to the table of high school course prerequisites for admission.

**PROGRAM REQUIREMENTS:**

**(Curriculum 2250)**

<table>
<thead>
<tr>
<th>Semester I</th>
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<tbody>
<tr>
<td>ENGL 101 Expository Writing OR</td>
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<tr>
<td>ENGL 102 Oral and Written Expression</td>
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<tr>
<td>ENGS 101 Introduction to Engineering</td>
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<tr>
<td>MATH 123 Pre-Calculus Algebra</td>
<td>4</td>
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<tr>
<td>PHYS 121 College Physics I OR</td>
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<tr>
<td>PHYS 132 University Physics I</td>
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<td>PHYS 125 Physics Lab I</td>
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<td>MATH 161 Calculus I</td>
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<td>MECH 128 Electromechanical Technology</td>
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<td>MECH 129 Fluid Mechanics</td>
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<td>PHYS 126 College Physics II Lab</td>
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<td>ELEC 261 Electricity</td>
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<td>MECH 242 Fluid Power Lab</td>
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<td>CONS 272 Strength of Materials for Technology</td>
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<tr>
<td>MATH 364 Differential Equations</td>
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<tr>
<td>MECH 301 Technical Dynamics</td>
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<td>MECH 342 Thermodynamics</td>
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<td>SOET 377 Engineering Ethics</td>
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<tr>
<td>MATH 141 Statistics</td>
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<td>MECH 343 Heat Transfer</td>
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<td>SOET 348 Engineering Safety</td>
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<tr>
<td>MECH 341 Intermediate Fluid Mechanics</td>
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<td>SOET 361 Project Management</td>
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<tr>
<td>MECH 477 Capstone Project</td>
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<tr>
<td>SOET 370 Engineering Economics</td>
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</table>

* Fulfills writing intensive requirement
U/L = Upper Level Courses (300/400)
GER = General Education Requirement

NOTE: Mechanical Technology students must meet seven of ten General Education Requirements, 45 upper level credits. Student Learning Outcomes can be found at www.canton.edu/csoet/mech/. This is a new technology program; application has been submitted to ABET for accreditation of this program as an engineering technology program.
The SUNY Canton RN-BS Nursing program is based upon the beliefs that:

- Communities are comprised of unique, holistic individuals and aggregates who have values and beliefs that originate from their life-world, who have specific needs and are capable of making decisions by themselves, with others, and/or by proxy.

- Health and well-being are dynamic lived experiences uniquely defined by the individual and community within the context of culture and environment.

- Nursing is a unique profession that provides a service to society that is culturally sensitive, evidence-based, collaborative, and individualized. Utilizing the nursing process, the nurse facilitates transformation within individuals, groups, and communities to attain desired outcomes.

**Students In This Major:**

- Demonstrate critical thinking and decision making that utilizes the nursing process and evidence-based practice in the delivery of care to culturally diverse individuals, families, groups, and community.

- Synthesize knowledge from the liberal arts and nursing to promote the health and well-being of culturally diverse individuals, families, groups, and communities.

- Integrate legal and ethical concepts with the leadership role to advance and promote the health and well-being of culturally diverse individuals, families, groups, and communities.

- Utilize nursing theory/conceptual frameworks, nursing research, and evidence-based practice in addressing the nursing care needs of culturally diverse individuals, families, groups and communities.

- Incorporate leadership theory to the nurse manage role in the collaboration, coordination, and provision of nursing care in health care settings.

- Apply knowledge from nursing, humanities, biological, and social sciences to plan, implement, and evaluate care for sick and well individuals, families, groups, and communities.

- Participate as nurse leaders on interdiscipliary care teams to influence positive social change and health care policy.

- Plan and implement educational activities that empower individuals, families, group, and communities to manage their health care at the local, national, and global level.

- Collaborate with health care colleagues to promote holistic health care for individuals, families, groups, and communities.

**Career Opportunities:**

- Public and Community Health
- Armed Services and Veterans Administration
- Entry level nursing management
- Acute, long-term, and specialty nursing units

**Accreditations:**

- Registered by the NYS Education Department, Office of the Professions.
- Accredited by the Accreditation Commission for Education in Nursing.

**Admission Requirements:**

Admission requirements can be found online at: http://www.canton.edu/sci_health/nurs/description.html

**Program Requirements:**

*(Curriculum 0291)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
<tr>
<td>NURS 300</td>
<td>Conceptual Frameworks in Nursing</td>
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<td>NURS 303</td>
<td>Health Assessment In Nursing</td>
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<tr>
<td>MATH 111</td>
<td>Survey of Math OR Liberal Arts Elective</td>
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<td>Liberal Arts Elective</td>
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<tr>
<td>BIOL 335</td>
<td>Pathophysiology</td>
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**Semester II**

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<thead>
<tr>
<th>Course</th>
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<tr>
<td>Legal &amp; Ethical Iss. in Healthcare</td>
<td>3</td>
</tr>
<tr>
<td>Health Promotion &amp; Restoration</td>
<td>3</td>
</tr>
<tr>
<td>Biol 310 The Genome</td>
<td>**</td>
</tr>
<tr>
<td>Math 141 Statistics</td>
<td>**</td>
</tr>
<tr>
<td>Soci 101 Intro to Sociology</td>
<td>**</td>
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<tr>
<td>Lib. Arts Elective (GER 4,5,6,7,8)</td>
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**Semester III**

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<tr>
<th>Course</th>
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<tr>
<td>Nursing Mgmt &amp; Leadership</td>
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<tr>
<td>Lib. Arts Elective (GER 4,5,6,7,8)</td>
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<td>U/L Lib. Arts Elec. (GER)</td>
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**Semester IV**

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<th>Course</th>
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<tr>
<td>Community Health Nursing</td>
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<tr>
<td>Transcultural Nursing</td>
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<tr>
<td>U/L Lib. Arts Elec. (GER)</td>
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<td>U/L Liberal Arts Elective</td>
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<tr>
<td>U/L Liberal Arts Elective</td>
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---Students must pass all courses with a grade of “C” or better prior to graduating with the BS degree.

*Students who have not met the prerequisite for MATH 141 (Statistics) take MATH 111; students who have already taken Statistics or have met the prerequisite for MATH 141 take a Liberal Arts elective

**Fulfills writing intensive requirement

UL = Upper Level Courses (300/400)

**GER = General Education Requirement

NOTE: Nursing students must take seven out of ten General Education Requirements including one and ten, 30 total General Education credits and 45 upper level credits.

**Student Learning Outcomes** can be found at www.canton.edu/sci_health/nurs/.
The BBA in Sports Management prepares individuals for professional careers within sport organizations, such as non-profit companies, commercial and private enterprises, government/public sector jobs, and various levels of professional sports.

The BBA in Sports Management will develop capable sport management professionals able to apply creative communication, leadership, and managerial skills in an array of positions in the sport industry. These positions can include sports administration, sales, marketing, public relations, information and media, operations, facilities, and event management. The program offers an exciting array of sports management courses that provide students experiential learning opportunities and hands-on application throughout their journey. The program also offers various culminating experience options that include applied senior level courses and/or senior research project and/or semester internship.

**Students In This Major:**

- Will be prepared to be effective managers and leaders in the various skills, roles, and functions of sport management professionals.
- Develop communication and technical skills needed to be effective professionals in various sport management settings.
- Will gain valuable hands-on experience and developmental insights from applied learning opportunities throughout the program.

**Career Opportunities**

- Sport Event Management
- Marketing and Promotions
- Athletic Director
- Sport Facilities Manager
- Sport Programming
- Athletic Business Operations
- Sport Media Relations
- Ticket Sales Operations
- Sport Corporate Sales
- Recreation Programming
- Sport Coordinators

In addition, the Sport Management program prepares students who desire to pursue an advanced degree in Sport Management.

**Admission Requirements**

- Students must satisfy SUNY Canton general admission's requirements.
- Students must have prerequisites to enroll in a Survey of Math (Math 111) or College Algebra (Math 121) or higher college level Math course, and ENGL 101.

**Program Requirements**

*(Curriculum 0182)*

<table>
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<tr>
<th>Semester</th>
<th>Course</th>
<th>Credits</th>
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<tr>
<td>I</td>
<td>BSAD 100 Introduction to Business</td>
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<td>ENGL 101 Expository Writing OR</td>
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<td>ENGL 102 Oral and Written Expression</td>
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<td>Math (GER 1)</td>
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<td>GER - Intro to Soc.</td>
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<tr>
<td></td>
<td>SPMT 101 Foundations of Sports Management</td>
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<td></td>
<td>ACCT 101 Foundations of Financial Accounting</td>
<td>4</td>
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<td>ECON 103 Microeconomics</td>
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<td>BSAD 201 Business Law I</td>
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<td>FSMA 210 Introduction to Finance</td>
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<td>Natural Science (GER 2)</td>
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<tr>
<td></td>
<td>SPMT 241 Legal Issues in Sport</td>
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<td>SPMT 242 Sports Finance</td>
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<td></td>
<td>BSAD 301 Principles of Management</td>
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<td>BSAD 350 Marketing</td>
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<td>SPMT 203 Leadership for Sports Professionals</td>
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<td>SPMT 307 Sports Marketing</td>
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<td>SPMT 411 Sports Public Relations</td>
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<td>BSAD 310 Human Public Relations</td>
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<tr>
<td></td>
<td>SPMT 306 Sports Operations &amp; Facilities Mgt</td>
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<td>BSAD 319 Professional Ethics</td>
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<td>V</td>
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<td>V</td>
<td>BSAD 321 Internship</td>
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<td>VIII</td>
<td>SPMT 421 Sport Management Internship</td>
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<td>VIII</td>
<td>SPMT 422 Senior Project</td>
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Students may also combine an internship with senior project and/or Upper Level Electives. Internship must be a minimum of 6 credits.

**Upper Level Program Electives**

- SPMT 311 Sports Information | 3
- SPMT 312 Sport Entrepreneurship | 3
- SPMT 313 Economics of Sport | 3
- SPMT 412 Sport Sales and Sponsorships | 3
- SPMT 413 Contemporary Issues in College Sport Administration | 3
- SPMT 414 Labor Relations in Sport | 3
- SPMT 415 Sports Media & Broadcasting | 3
- SPMT 431 Applied Sports Media and Broadcasting | 3
- SPMT 432 Applied Sports Event Management | 3

(Upper level BSAD, ECON, FSMA, HEFI courses also accepted as Program Electives)

* Fulfills writing intensive requirement
** Courses under development
UL = Upper Level Courses (300/400)
GER = General Education Requirement

**Note:** Sports Management students must meet seven out of ten General Education Requirements including one and ten, 30 total General Education Requirements.

**Student Learning Outcomes** can be found at www.canton.edu/sci_health/spmt/
The Bachelor of Technology in Veterinary Services Management constitutes the final two years of a 2+2 articulation program in which the first two years entail completion of a degree in Veterinary Technology from an accredited program. This degree serves to provide the knowledge and skills necessary to manage a business or organization that provides veterinary care to animals. Emphasis is placed upon establishing a foundation in basic business and accounting principles, then applying these principles to the management of specific types of veterinary businesses and institutions. Students will complete the program with an internship concentrating on management and administration within a veterinary setting. This program may be completed partially or entirely online.

**Students In This Major:**
- Begin by laying a foundation in Business, Accounting, Math, and Liberal Arts.
- Build upon this foundation with coursework specific to veterinary management.
- Will spend a semester in the field as an intern in a managerial capacity.
- Are prepared for entry-level management positions in veterinary hospitals or other veterinary industries or organizations.
- Will complete the course work required for Certified Veterinary Practice Manager (CVPM) certification.

**Career Opportunities:**
- Veterinary Practice Management
- Biomedical Research Facility Management
- Diagnostic Laboratory Management
- Animal Shelter Management
- Mobile and Spay/Neuter Clinic Management
- Zoo and Wildlife Management
- Public Sector employment

**Career Outlook:**
- Veterinary Technician has been listed as one of Money Magazine’s “Top 10 Fastest Growing Career Fields.” Coupling this training with a baccalaureate degree focusing on veterinary business management increases its value, enhancing the earning potential of graduates.
- Veterinary hospitals and other animal care facilities seek managers with not only a working knowledge of the medical and technical aspects of veterinary medicine, but also an understanding of the operational structure of animal care facilities and the ability to oversee the personnel, information, finances, infrastructure, equipment, and other integral components of the operation of these facilities.
- With fewer, larger veterinary facilities becoming the norm, there is greater stratification of duties within these facilities, and greater demand for full-time managers and Technician-Managers.

**Admission Requirements:**
- Graduation from an AVMA-accredited veterinary technology program.
- Veterinary Technician licensure, registration, or certification, as applicable for state of residency, or eligibility thereof.

**Program Requirements:**
*(Curriculum 1672)*

<table>
<thead>
<tr>
<th>Semester</th>
<th>Courses</th>
<th>Credits</th>
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<tr>
<td>V</td>
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<td>VSAD 301 Veterinary Practice Management</td>
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<td>VII</td>
<td>HSMB 301 Public Health Issues</td>
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<td></td>
<td>BSAD 301 Principles of Management</td>
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<td>VSAD 302 Animal Care Institution Management</td>
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<td>VSAD 308 Veterinary Services Administration</td>
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<td>VIII</td>
<td>VSAD 408 Internship for Veterinary Services Administration</td>
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<td>HSMB 410 Senior Seminar</td>
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</table>

* Fulfills writing intensive requirement.

U/L = Upper Level Courses (300/400)

GER = General Education Requirement

NOTE: Veterinary Services Administration students must meet seven of the ten General Education Requirements.

**Student Learning Outcomes** can be found at www.canton.edu/sci_health/vsct.
The Bachelors of Science degree program in Veterinary Technology provides an advanced educational opportunity to students interested in pursuing careers in the veterinary health care field. The program includes specific course work required in our Veterinary Technology AAS program and adds upper division offerings in the sciences and applied electives to obtain the distribution hours required of a Bachelor's degree. Graduates of this program have the opportunity to become veterinary technicians coupled with the career flexibility that a Bachelor's degree provides.

**Students In This Major:**

- Work with companion animals, farm animals and common laboratory animals.
- Receive advanced technical training above core requirements of a graduate veterinary technician.
- Perform a 240 hour Preceptorship
- Will be eligible to take the Veterinary Technician National Licensing Examination (VTNE).
- May be eligible to pursue a post graduate degree (MS, PhD, DVM).

**Career Opportunities:**

Veterinary technicians provide professional technical support to veterinarians, biomedical researchers, and other animal care specialists. They may work in:

- Clinical practice
- Educational Institutions
- Public Health
- Government agencies
- Research & Pharmaceutical industry
- Veterinary supply and equipment sales

**Career Outlook:**

- Veterinary Technician has been listed as one of Money Magazine's "Top 10 Fastest Growing Career Fields."

- At the present time, there is a serious shortage of veterinary technicians throughout the country.

**Admission Requirements:**

Admission is selective and based on academic credentials. To be considered for admission, please refer to the requirements posted on our webpage at: www.canton.edu/sci_health/vet/description.html

The pre-exposure rabies vaccine is required in the program. This is administered in a series of three vaccinations and must be completed prior to performing the first 120 hour preceptorship that is required in the program.

**Program Requirements:**

*(Curriculum 2278)*

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<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
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<td>VSCT 103</td>
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<td>ENGL 101</td>
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<td>VSCT 114</td>
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<td>VSCT 213</td>
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<td>VSCT 209</td>
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<td>U/L Program Elective</td>
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<td>VSCT 211</td>
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<td>U/L Liberal Arts Elective</td>
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<td>BIOL 325</td>
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<table>
<thead>
<tr>
<th>Semester VIII</th>
<th>Credits</th>
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<td>BIOL 310</td>
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<td>U/L Program Elective</td>
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<tr>
<td>U/L Liberal Arts Elective</td>
<td>6</td>
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</table>

† Math Elective: MATH 111, 121, 122, 141 or another appropriate math by advisement

- Of the courses with the VSCT prefix, any course may only be repeated one time.
- Students are required to earn a C or better in all specified curriculum courses prefixed with VSCT in order to progress in the program.
- The NYS Education Department Office of the Professions requires persons applying for licensure to answer questions related to a conviction of a crime or professional misconduct.

* Fulfills writing intensive requirement.

U/L = Upper Level Courses (300/400)

GER = General Education Requirement

U/L Program Electives: Any U/L course with the prefix of: VSAD, VSCT, BIOL, or CHEM; as well as: BSAD 319 Professional Ethics, HSMB 301 Public Health Issues, HSMB 303 Occupational Health and Safety, or SCI 370 Research Methods in the Social & Health Sciences.

**NOTE:** Veterinary Technology students must take seven out of ten General Education Requirements including one and ten, 30 total General Education credits.

**Student Learning Outcomes** can be found at www.canton.edu/sci_health/vet/.
Accounting—AAS

STUDENTS IN THIS MAJOR:

• Learn accounting theory, financial, managerial and cost accounting systems.
• Learn how accountants track, report, and interpret activity to allow for appropriate decisions by business, government, education, and individuals.
• Students have the opportunity to receive IRS approved training, to be certified in preparing taxes, and to volunteer through the only Volunteer Income Tax Assistance (VITA) site in St. Lawrence County.

CAREER OPPORTUNITIES:

Graduates are able to disseminate financial information to public reporting entities and business decision makers. Opportunities in this field include:

• Private business and industry
• Public accounting agencies
• Governmental accounting positions
• Tax preparation
• Financial management

CAREER OUTLOOK:

Students with a degree in accounting are positioning themselves for career advancement and greater earning power. According to the Bureau of Labor Statistics, employment of accountants and auditors is projected to grow by 13% from 2012 to 2022. The accounting profession is committed to delivering a strong ethical foundation engaged in the preparation and examination of financial records, and a commitment to lifelong learning. The role of the accountant is ever changing and integral to any business entity.

TRANSFER OPPORTUNITIES:

• Clarkson University
• SUNY Canton, SUNY Albany, SUNY IT, SUNY Plattsburgh, SUNY Potsdam, SUNY Oswego
• Siena College
• LeMoyne College
• Rochester Institute of Technology
• Syracuse University
• University of Vermont

Students wishing to transfer into a four-year program should consult their transfer school of choice prior to transfer.

ADMISSION REQUIREMENTS:

• Students must be prepared to take Expository Writing (ENGL 101).

PROGRAM REQUIREMENTS:

(Curriculum 0630)

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<tr>
<th>Semester I</th>
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<tbody>
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<td>ACCT 101</td>
<td>Foundations of Financial Accounting</td>
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<tr>
<td>ECON 101</td>
<td>Macroeconomics</td>
</tr>
<tr>
<td>CITA 110</td>
<td>Intro. to Information Technology</td>
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<tr>
<td>ENGL 101</td>
<td>Expository Writing</td>
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<tr>
<td>Mathematics*</td>
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<tr>
<td>**</td>
<td>16-17</td>
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<table>
<thead>
<tr>
<th>Semester II</th>
<th></th>
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<tbody>
<tr>
<td>ACCT 102</td>
<td>Foundations of Managerial Accounting</td>
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<tr>
<td>BSAD 200</td>
<td>Business Communications*</td>
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<tr>
<td>ECON 103</td>
<td>Microeconomics</td>
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<td>Humanities Elective (GER 7)</td>
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<td>Mathematics (GER 1)</td>
<td>3-4</td>
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<tr>
<td>**</td>
<td>15-16</td>
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<thead>
<tr>
<th>Semester III</th>
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<tbody>
<tr>
<td>ACCT 300</td>
<td>Intermediate Accounting</td>
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<tr>
<td>ACCT 306</td>
<td>Cost Accounting</td>
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<tr>
<td>BSAD 201</td>
<td>Business Law I</td>
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<td>Program Elective or GER (2,4,5,6,8,9)³</td>
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<td>Program Elective</td>
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<td>**</td>
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<table>
<thead>
<tr>
<th>Semester IV</th>
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<tbody>
<tr>
<td>Accounting Electives (2)</td>
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<tr>
<td>FSMA 210</td>
<td>Introduction to Finance</td>
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<td>Program Elective or GER (2,4,5,6,8,9)³</td>
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<tr>
<td>General Elective or GER (2,4,5,6,8,9)³</td>
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</table>

** Fulfill writing intensive requirement.
GER = General Education Requirement
¹Lowest acceptable grade 2.0.
³Management or Finance Bachelor’s Degree track: Seven GERs are required.

A minimum cumulative GPA of 2.0 is required to remain in this program.

Accounting Electives: ACCT 242, 245, 302, 310, 335, 410, 430, or 440.

Program Electives: ACCT, BSAD, ECON, FSMA, and LEST.

Student Learning Outcomes can be found at www.canton.edu/business/accounting.html.

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SUNY Canton is a leader in air conditioning education, and this program is well-suited for individuals with an interest in energy and technology. With energy costs at their current level, this program leads to employment opportunities across the U.S. and around the globe. It also provides excellent preparation for entry into baccalaureate programs such as Mechanical Technology, Alternative and Renewable Energy Systems or Industrial Technology Management at SUNY Canton. Students also pursue baccalaureate degrees at other institutions.

**STUDENTS IN THIS MAJOR:**

- Communicate effectively and professionally in the building environment through proper use of verbal, written, and graphic techniques.
- Develop mathematical skills in algebra, trigonometry, and calculus, using analytical problem solving methods.
- Be proficient and apply mathematics, fluid mechanics, thermodynamics, and principle of heat transfer to air conditioning designs.
- Employ logical and concise analytical techniques to solve technical problems.
- Demonstrate the capability to develop engineering drawings for HVAC projects.
- Develop skills using specific codes, ASHRAE standards and handbooks.
- Demonstrate a thorough knowledge of HVAC components and how to use as a system to maintain design conditions.

**CAREER OPPORTUNITIES:**

- Service Technicians
- HVAC Contractors
- Designers
- HVAC Sales
- Controls Specialists
- Facilities Management

**CAREER OUTLOOK:**

- All graduating students seeking employment in the past two years have accepted employment by the first of June after graduation.

**RECENT EMPLOYERS OF SUNY CANTON GRADUATES:**

- Day Automation Systems
- Prax Air, Inc.
- Central New York Trane
- Siemens
- T.P. Woodside, Inc.
- Bomac
- Hyde-Stone
- NEPCO
- GEMMA Power Systems

**ACREDITATION:**

- Accredited by the Engineering Technology Accreditation Commission (ETAC) of ABET, 415 N. Charles Street, Baltimore, MD 21201 – Telephone (410) 347-7700.

**ADMISSION REQUIREMENTS:**

- Students must be qualified to enter Pre-Calculus Algebra (MATH 123)

  *Students who do not meet the recommended high school math prerequisites will be admitted to either Heating and Plumbing Service or Air Conditioning Maintenance & Repair certificate programs. Students will be admitted into the Air Conditioning Engineering Technology program upon successful completion of either certificate program.*

**PROGRAM REQUIREMENTS:**

*(Curriculum 0444)*

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<th>Semester I</th>
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<td>SOET 116</td>
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<td>PHYS 121</td>
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<td>ACHP 264</td>
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<td>ELEC 141</td>
<td>2</td>
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<tr>
<td>GEMMA Power Systems</td>
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</table>

* Fulfills writing intensive requirement.

**ADDITIONAL GRADUATION REQUIREMENTS**

Students must have completed while at SUNY Canton, 12 credits of 200 level courses, including ACHP 264, contained in the current Air Conditioning curriculum and earning a minimum GPA of 2.0 for all such credit hours taken while under the direct advisement of the program faculty.
**Apprentice Training: Industrial Trades—AAS**

**Students In This Major:**
- Enter into this program while working towards or after obtaining a Journeyman’s Certificate through technical instruction and on-the-job training through the BOCES coordinated NYS Apprentice Program.
- Earn the equivalent of one year’s college-level study following satisfactory completion of the Journeyman’s Certificate, leading to an Associate in Applied Science.

**Career Opportunities:**
- Program is designed to prepare skilled tradesmen to enhance their employment growth potential, not entry-level employment.

**Potential Salary:**
- Average salary for skilled trades employees varies greatly depending on employer. This degree can enhance the employee’s earning ability both with the current employer and future employers.

**Program Requirements:**

*(Curriculum 0473)*

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<th>Related Technical Instruction and Supervised On-the-Job Training</th>
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<td><em>(Represented by satisfactory completion of Journeyman's Certificate</em> with related instruction provided by St. Lawrence-Lewis BOCES)*</td>
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<td>English/Humanities</td>
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<td>Social Sciences</td>
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<td>Mathematics/Science</td>
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<tr>
<td>Liberal Arts &amp; Science Elective</td>
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<tr>
<td>General Electives</td>
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<td><strong>Total Credits</strong></td>
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* Fulfills writing intensive requirement.

Student Learning Outcomes can be found at [www.canton.edu/business/apprentice.html](http://www.canton.edu/business/apprentice.html).
Graduates of the Automotive Technology program experience an exciting period of transition as manufacturers continue their shift toward higher fuel efficiency. Recruiters and employers of SUNY Canton’s graduates include dealerships, service industries, automobile manufacturers, and parts suppliers. Graduates learn how to troubleshoot, diagnose and repair all aspects of the automobile power train, suspension, steering, braking and air conditioning systems.

**Students In This Major:**
- Have the opportunity to earn two Snap-On Diagnostics certifications.
- May receive Subaru training in senior year if academic average is ‘B’ or better.
- Can earn NATEF certification upon successful examination.
- Utilize the latest technology in an electronics-based curriculum.
- Acquire extensive hands-on experience in well-equipped laboratories.
- Receive a world class education in automotive electrical, mechanical, technical, and services areas.
- Learn on late model cars donated by automotive manufacturers.
- Get special attention from faculty in small laboratory classes.
- Enjoy outstanding career placement.

**Career Opportunities:**
- Automotive Service Technician
- Service Manager
- Service Advisor
- Industrial Research and Development
- Automotive Machine Shop
- Auto Parts Manager/Owner
- Technical Representative
- Automatic Transmission Technician
- Wheel Alignment/Suspension Technician
- Maintenance Technician
- Fleet Maintenance Supervisor/Technician
- Heavy Equipment Maintenance Technician

**Career Outlook:**
- The U.S. Department of Labor cites a strong demand for qualified automotive technicians and master technicians.

**Recent Employers Of SUNY Canton Graduates:**
- Ford Motor Company
- Chrysler Corporation
- Toyota (Lexus Division)
- General Motors Corporation
- Sears
- Firestone Tire Company
- Goodyear Tire Company
- NAPA Auto Parts
- Snap-On Tools Corporation
- Taylor Rental Corporation
- Troyer Race Car Engineering
- Various dealerships throughout NYS
- Many graduates own their own businesses.

**Transfer Opportunities:**
- SUNY Utica/Rome, Oswego
- Indiana State University

**Articulation:**
- Applicants who have completed a two-year vocational-technical automotive program may qualify for advanced standing (transfer credit).

**Admission Requirements:**
- Students must be qualified to enter Applied College Mathematics (MATH 101)

**Program Requirements:**

**(Curriculum 0525)**

<table>
<thead>
<tr>
<th>Semester I</th>
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</thead>
<tbody>
<tr>
<td>AUTO 101</td>
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<tr>
<td>AUTO 104</td>
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<tr>
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<td>AUTO 112</td>
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<tr>
<td>AUTO 122</td>
<td>1</td>
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<tr>
<td>ENGL 102</td>
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</table>

**MATH101** Applied College Mathematics\(^1\) ..........3 15

**Semester II**
- AUTO 113 Engine Performance I .................3
- AUTO 114 Engine Performance I Laboratory ....1
- AUTO 141 Automotive Braking Systems ..........3
- AUTO 144 Auto, Braking Systems Lab ..........1
- AUTO 102 Diesel Engines OR
- AUTO 103 Automotive Air Conditioning\(^1\) ......2
- MECH 121 Manufacturing Processes I ..........3
- Business Elective\(^2\) .........................3 16

**Semester III**
- AUTO 213 Engine Performance II ..............4
- AUTO 220 Internal Combustion Engines\(^1\) ......4
- AUTO 241 Suspension Design and Services ......2
- AUTO 282 Suspension Design and Serv. Lab ....1
- PHYS 115 Basic Physics .......................4

**Semester IV**
- AUTO 212 Automotive Electrical Systems II .....4
- AUTO 214 Automotive Computer Systems ......3
- AUTO 230 Service Mgt. and Operations .......1
- General Elective..............................3
- Humanities Elective.........................3
- Social Science Elective......................3 17

1 Mathematics level depends on previous preparation. Applied College Mathematics (MATH 101) is the minimum requirement. Math 106 Intermediate Algebra or higher maybe substituted.
2 PHYS 121/125 – College Physics I lecture/lab may substitute if student meets prerequisites
3 One required. Courses offered alternating years
4 Writing Intensive course
5 BSAD electives include BSAD100, 120, 200, 215, 220, 222
6 General elective courses can include (AUTO221-225: Automatic Transmissions [fall], AUTO225-226: Manual Transmissions [fall])
7 Transfers from Powersports use MSPT 101 for AUTO 101 & 111, MSPT 130 as an elective replacement for AUTO 102 or 103, and MSPT 110 for AUTO 220. MSPT 120 can be used as the 3rd semester elective.

**Student Learning Outcomes** can be found at www.canton.edu/csoet/auto_tech.html

**Additional Graduation Requirements**
- Students must complete 11 credit hours that include AUTO 113, AUTO 114, AUTO 213, and AUTO 214 at SUNY Canton. Student's transfer records must be reviewed and approved by the Program Coordinator.
Business Administration—AS, AAS

Students In This Major:
• Obtain a viable business background for immediate employment and/or transfer to a four-year program.
• Learn principles of business, accounting, and economics.

Career Opportunities:
• Assistant Manager
• Advertising Representative
• Sales Representative
• Supervisor
• Customer Service Representative

Career Outlook:
• With the importance of technology in the global economy, business positions are anticipated to increase.

Recent Employers Of SUNY Canton Graduates:
• Community Bank
• Consumer Marketing Service
• Wal-Mart
• Ward Real Estate
• American Red Cross
• Malone Telegram
• Self-employed (oil company)
• J. Riggings
• Kaman Industrial Technologies
• C. E. Brooks Investments
• New York State
• Mid-Valley Oil Company
• Cohoes Fashions

Transfer Opportunities:
• Eligible students may enroll in one of SUNY Canton’s four-year business or management programs.

Admission Requirements:
• Students must be prepared to take Expository Writing (ENGL 101).

Program Requirements:

AS Degree—Transfer Program (Curriculum 0671)

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ACCT 101</td>
<td>Foundations of Financial Accounting</td>
</tr>
<tr>
<td>BSAD 100</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>ECON 101</td>
<td>Macroeconomics (GER 3)</td>
</tr>
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<td>ENGL 101</td>
<td>Expository Writing (GER 10)</td>
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<tr>
<td>FYEP 101</td>
<td>First Year Experience***</td>
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<tr>
<td>Mathematics* (GER 1)</td>
<td>3-4</td>
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<tr>
<td><strong>17-18</strong></td>
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<thead>
<tr>
<th>Semester II</th>
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<tbody>
<tr>
<td>ACCT 102</td>
<td>Foundations of Managerial Accounting</td>
</tr>
<tr>
<td>CITA 110</td>
<td>Intro. to Information Technology</td>
</tr>
<tr>
<td>ECON 103</td>
<td>Microeconomics</td>
</tr>
<tr>
<td>GER 2, 4, 5, 6, 7, 8, 9</td>
<td>3</td>
</tr>
<tr>
<td>MATH 141</td>
<td>Statistics</td>
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<tr>
<th>Semester III</th>
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<tbody>
<tr>
<td>BSAD 200</td>
<td>Business Communications**</td>
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<tr>
<td>BSAD 201</td>
<td>Business Law I</td>
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<tr>
<td>Program Elective</td>
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<tr>
<td>GER 2, 4, 5, 6, 7, 8, 9</td>
<td>3</td>
</tr>
<tr>
<td>GER 2, 4, 5, 6, 7, 8, 9</td>
<td>3</td>
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<table>
<thead>
<tr>
<th>Semester IV</th>
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<tbody>
<tr>
<td>FSMA 210</td>
<td>Introduction to Finance</td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td>GER 2, 4, 5, 6, 7, 8, 9</td>
<td>3</td>
</tr>
<tr>
<td>GER 2, 4, 5, 6, 7, 8, 9</td>
<td>3</td>
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</tbody>
</table>

*Survey of Mathematics (MATH 111), College Algebra (MATH 121), Pre-Calculus Algebra and Trigonometry (MATH 123), and Calculus (MATH 161)

**Fulfills writing intensive requirement.
***Required for all freshmen

Program Electives: ACCT, BSAD, ECON, FSMA, LEST, or MINS

AAS Degree (Curriculum 632)

<table>
<thead>
<tr>
<th>Semester I</th>
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<tbody>
<tr>
<td>ACCT 101</td>
<td>Foundations of Financial Accounting</td>
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<tr>
<td>BSAD 100</td>
<td>Intro. to Business</td>
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<tr>
<td>ECON 101</td>
<td>Macroeconomics</td>
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<tr>
<td>ENGL 101</td>
<td>Expository Writing</td>
</tr>
<tr>
<td>FYEP 101</td>
<td>First Year Experience***</td>
</tr>
<tr>
<td>Mathematics* (GER 1)</td>
<td>3-4</td>
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<tr>
<td><strong>17-18</strong></td>
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<table>
<thead>
<tr>
<th>Semester II</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 102</td>
<td>Foundations of Managerial Accounting</td>
</tr>
<tr>
<td>CITA 110</td>
<td>Intro. to Information Technology</td>
</tr>
<tr>
<td>ECON 103</td>
<td>Microeconomics</td>
</tr>
<tr>
<td>GER 2, 4, 5, 6, 8, 9</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics* (GER 1)</td>
<td>3-4</td>
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<tr>
<td><strong>15</strong></td>
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<table>
<thead>
<tr>
<th>Semester III</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>BSAD 200</td>
<td>Business Communications**</td>
</tr>
<tr>
<td>BSAD 201</td>
<td>Business Law I</td>
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<td>Program Elective</td>
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</tr>
<tr>
<td>GER 2, 4, 5, 6, 8, 9 OR General Electives</td>
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<tr>
<td><strong>15</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Semester IV</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>FSMA 210</td>
<td>Introduction to Finance</td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
</tr>
<tr>
<td>GER 2, 4, 5, 6, 8, 9 OR General Electives</td>
<td>3</td>
</tr>
<tr>
<td><strong>15</strong></td>
<td></td>
</tr>
</tbody>
</table>

*Intermediate Algebra (MATH 106), College Algebra (MATH 121), Survey of Mathematics (MATH 111), Calculus (MATH 161), Math of Finance (MATH 108), and Statistics (MATH 141).
**Fulfills writing intensive requirement.
***Required for all freshmen

GER = General Education Requirement

Student Learning Outcomes can be found at www.canton.edu/business/bus_admin.html.
Graduates of the Civil Engineering Technology program receive the Associate of Applied Science degree which enables them to go directly to work or transfer into a bachelor’s degree program. Career options may be primarily office-based (drafting and design) or field-based (surveying, inspection, and construction management). Students are well prepared to meet the career challenges of the civil engineering and construction industries. Graduates may pursue a baccalaureate degree (Civil and Environmental Engineering Technology at SUNY Canton or elsewhere). Hands-on learning and extensive practical skills are emphasized in classes.

**Students In This Major:**
- Communicate effectively and professionally in the construction environment through proper use of verbal, written, and graphic techniques.
- Develop mathematical skills in algebra, trigonometry, and calculus, using analytical problem-solving methods.
- Employ logical and concise analytical techniques to solve technical problems.
- Demonstrate the capability to develop engineering drawings for construction projects.
- Demonstrate a thorough knowledge of common construction materials; both their proper use and their proper testing procedures.
- Understand the mechanics of structural design.
- Be proficient in the use of surveying equipment to collect data to lay out projects, and to solve engineering problems.
- Graduates will have developed the personal and academic skills required to pursue lifelong learning in, and beyond, the chosen major.

**Career Opportunities:**

**Career Outlook:**
- Nearly 100% of graduates willing to relocate/travel are able to establish civil engineering or construction-related careers.

**Recent Employers Of SUNY Canton Graduates:**
- NYS Department of Transportation
- Atlantic Testing Laboratories
- CIVES Steel Corp.
- C & S Cos. General Contracting
- Northeast Construction Services, Inc.
- Bette and Cring Construction Group
- NC Dept. of Transportation
- Advanced Testing Labs
- Barrett Paving
- Northland Construction
- Army Corps of Engineers
- Stebbins Engineering

**Transfer Opportunities:**
Transfer Opportunities can be found at www.canton.edu/csoet/civil_eng.html

**Program Requirements:**
*(Curriculum 0517)*

<table>
<thead>
<tr>
<th>Semester I</th>
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<tbody>
<tr>
<td>ENGS 101</td>
<td>Intro to Engineering ..........2</td>
</tr>
<tr>
<td>SOET 116</td>
<td>Intro to Computer Drawing ....2</td>
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<tr>
<td>CONS 101</td>
<td>Elementary Surveying ........4</td>
</tr>
<tr>
<td>MATH 123</td>
<td>Math Elective1 .................4</td>
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<tr>
<td>PHYS 121/131</td>
<td>College/Univ. Physics I ....3</td>
</tr>
<tr>
<td>PHYS 125/135</td>
<td>College/Univ. Physics I Lab ..1</td>
</tr>
<tr>
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</tbody>
</table>

| Semester II |         |
| CONS 172   | Technical Statics ..........3 |
| SOET 250   | Intro 3D CADD and BIM ......3 |
| MATH 161   | Math Elective1 ...............4 |
| PHYS 121/132 | College/Univ. Physics II ...3 |
| PHYS 126/136 | College/Univ. Physics II Lab..1 |
| ENGL 102   | Oral and Written Expression ..3 |
| 16          |         |

| Semester III |         |
| CONS 203    | Advanced Surveying ..........3 |
| CONS 272    | Strength of Materials for Tech ..3 |
| CONS 280    | Civil Engineering Materials ....3 |
| MECH 221    | Engineering Materials Lab ......1 |
| CONS 222    | Construction Estimating ......2 |
| GER (3,4,5,6,7,8,9) | 3 |
| 15          |         |

| Semester IV |         |
| CONS 375    | Structural Engineering Design ..3 |
| CONS 216    | Soils In Construction2 ..........4 |
| CONS 322    | Hydraulics ....................4 |
| CONS 274    | Construction Management .......3 |
| GER (3,4,5,6,7,8 or 9) | 3 |
| 17          |         |

1 MATH Electives = must complete 2 math courses.
   Must enter the program at MATH 123 or higher.
   If entering at MATH 123 students will complete MATH 123 and MATH 161. If entering at MATH 161 they will complete MATH 161 and MATH 162.

2 Fulfills writing intensive requirements.

Student Learning Outcomes can be found at www.canton.edu/csoet/civil_eng.html

**Additional Graduation Requirements**
Students transferring a significant number of credits from outside must complete the designated “Capstone” course at SUNY Canton, and the student’s transfer records must have been reviewed and approved by the CET Program Director.
Computer Information Systems—AAS

Computer Information Systems (CIS) students develop abilities for working with computer systems, databases, networks, and web development. Qualified graduates also have the opportunity of completing a four-year program in Information Technology with two additional years of study earning a Bachelor of Technology degree.

Students In This Major:

- Develop the knowledge and experience for a successful career in the computer industry.
- Develop teamwork skills throughout the program.
- Enhance their skill sets by opportunities to electives of interest.
- Acquire hands-on experience in small, well-equipped laboratories.
- Work with qualified faculty in small class sizes solving real-world problems.

Career Opportunities:

- Junior Programmers
- Network technician/administrator
- Systems Manager
- Technical Representative
- Web Developer
- Help Desk Manager

Career Outlook:

- Computer Information Systems is expected to continue as a strong growth area for career opportunities.

Recent Employers of SUNY Canton Graduates:

- SUNY Canton
- Clarkson University
- Canton-Potsdam Hospital
- St Lawrence-Lewis County BOCES
- Eclipsys
- IBM
- Corning, Inc.

Transfer Opportunities:

- SUNY Canton: Information Technology and Industrial Technology Management
- SUNY Plattsburgh: Information Technology

Admission Requirements:

- Students must be qualified to enter at least Intermediate Algebra (MATH 106) and Oral and Written Expression (ENGL 102).
- High school chemistry and physics courses are recommended.
- High school computer technology courses are strongly recommended.
- Transfer students must have a minimum of 2.0 GPA.

Students who do not meet necessary prerequisites may be admitted to the college. However, completing the program may require more than two years.

Program Requirements:

(Curriculum 0581-01)

Semester I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BSAD 100</td>
<td>Introduction to Business</td>
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</tr>
<tr>
<td>CITA 163</td>
<td>Survey of Information Technology</td>
<td>3</td>
</tr>
<tr>
<td>CITA 152</td>
<td>Computer Logic!</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>Oral and Written Expression</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Elective</td>
<td>3</td>
<td></td>
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Semester II

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<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CITA 170</td>
<td>Computer Concepts &amp; Oper. Sys.</td>
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<tr>
<td>CITA 171</td>
<td>Oper. Sys. Use &amp; Administration</td>
<td>3</td>
</tr>
<tr>
<td>CITA 202</td>
<td>Computer User Support*</td>
<td>3</td>
</tr>
<tr>
<td>Math Elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>CITA 180</td>
<td>Introduction to Programming</td>
<td>4</td>
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<td>Total</td>
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Semester III

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<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CITA 220</td>
<td>Data Comm and Network Tech</td>
<td>3</td>
</tr>
<tr>
<td>CITA 221</td>
<td>Data Comm and Net. Tech Lab</td>
<td>1</td>
</tr>
<tr>
<td>ACCT 101</td>
<td>Financial Accounting OR</td>
<td></td>
</tr>
<tr>
<td>ACCT 104</td>
<td>Survey of Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ECON 101</td>
<td>Macroeconomics OR</td>
<td></td>
</tr>
<tr>
<td>ECON 103</td>
<td>Microeconomics OR</td>
<td></td>
</tr>
<tr>
<td>CITA 215</td>
<td>Database Systems with Web. Apps</td>
<td>3</td>
</tr>
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<td>Program Electives 1, 2</td>
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Semester IV

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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CITA 250</td>
<td>Information Security</td>
<td>3</td>
</tr>
<tr>
<td>Social Science Elective</td>
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<td>Program Elective 1, 2</td>
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</tr>
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<td>2–General Electives 1, 2</td>
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</table>

* Fulfills writing intensive requirement.

Student Learning Outcomes can be found at www.canton.edu/soet/com_inf_sys.html.

Although there are several modern well-equipped computer labs on campus, it is expected each student has a personal computer.

1Any CITA course presented for meeting degree requirements must have a grade of at least C (or transfer credit). No more than 3 CITA credits with a course number below CITA150 may receive credit towards graduation.

2CIS minimum requirement is MATH 106 Intermediate Algebra, MATH 121 College Algebra and MATH 141 Statistics are required in B. Tech. IT Program.

3A general elective is any course for which the student has the appropriate prerequisites; see note 1 above however.

4Students pursuing a baccalaureate degree should select courses from the following GER areas when feasible. GER 2 Science (CHEM 107/108 Investigative Chemistry/Lab recommended), GER 4 American History, GER 5 Western Civilization; GER 6 Other World Cultures; GER 7 Humanities; GER 8 The Arts; or GER 9 Foreign Language.

5Program Electives are from Canino School of Engineering Technology, or the Business Department (including ACCT 102).

Additional Graduation Requirements

Each CITA/MINS/SOET course used to meet graduation requirements must have a grade of “C” or higher. A transfer student must complete at least two CITA/MINS/SOET courses (six credit hours) numbered 200 or above which are applicable to the degree.
This program prepares students for careers in construction by blending hands-on construction skills with project planning, management and estimating. Students are also exposed to accounting, bidding, drafting, and business organization and management. Graduates with the Construction Technology: Management, AAS (Associate of Applied Science) degree have the option of completing a four-year degree with two more years of study; Industrial Technology Management (B. Tech.) is one possible track.

**Students In This Major:**
- Learn fundamental construction techniques through hands-on experience and classroom teaching.
- Conduct construction material testing (eg: steel, soils, concrete) using industry-standard equipment.
- Experience an academic program that blends the fields of construction, business, and management.
- Develop computer software skills, project scheduling techniques, and construction methods utilized in the management of construction projects.

**Career Opportunities:**
- Construction Project Manager Assistant
- Estimator
- Project Planning and Scheduling
- Construction Equipment Salesperson
- Residential Contractor
- Commercial Contractor
- Purchasing Agent
- Code Enforcement Officer
- Insurance Adjustor

**Career Outlook:**
- Career opportunities currently exist at all levels of the construction industry.
- Infrastructure rehabilitation should maintain the need for construction technicians and assistant project managers.

**Recent Employers Of SUNY Canton Graduates:**
- Atlantic Testing Laboratories
- Barrett Paving Materials Inc.
- Northeast Construction Services
- C & S Companies
- Tuscarora Construction
- Jeffords Steel Inc.
- CIVES Steel
- Many local construction companies

**Transfer Opportunities:**
- SUNY Canton (B. Tech. in Industrial Technology Management)
- SUNY Alfred (BS, BT in Construction Management)

**Admission Requirements:**
- Students must be qualified to enter Applied College Mathematics (MATH 101) or Intermediate Algebra (MATH 106)

Students who do not meet the recommended high school math prerequisites may still be admitted to the College, but completing the program may require more than two years.

**Program Requirements:**

<table>
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<tr>
<th>Curriculum 1162</th>
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</thead>
<tbody>
<tr>
<td><strong>Semester I</strong></td>
<td>Credits</td>
</tr>
<tr>
<td>SOET 101</td>
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<td>FYEP 101</td>
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<td>CONS 112</td>
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<td>SOET 116</td>
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<td>BSAD 100</td>
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<td>MATH</td>
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<td>Math Elective</td>
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**Semester II**
- CONS 111
- CONS 132
- CITA 109
- PHYS 115
- MATH

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<td>1</td>
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<tr>
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**Semester III**
- CONS 101
- CONS 222
- CONS 280
- BSAD 201
- ACCT 104

<table>
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**Semester IV**
- CONS 274
- CONS 216

<table>
<thead>
<tr>
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<tr>
<td>3</td>
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<td>4</td>
</tr>
</tbody>
</table>

1 Math Elective = student must enter the program at MATH 101 or higher. At a minimum the student must complete MATH 135. If entering at MATH 101, students will complete MATH 101 and MATH 135. If entering at MATH 135 they will complete MATH 135 and a math elective of their choice. MATH 106 may be taken instead of MATH 101 and MATH 135 may be taken instead of MATH 135. A grade of C or better in MATH 101 (or MATH 106) is required to advance to MATH 135 (or MATH 123).

2 Fulfills writing intensive requirement.

3 The technical elective should supplement the individual’s ability to perform some phase of construction field/office work. Students select the program elective from an approved list of courses and with approval from their academic advisor.

Student Learning Outcomes can be found at www.canton.edu/coet/constr_mgt.html.

**Additional Graduation Requirements**
- Students must have completed a minimum of nine CONS credits at SUNY Canton. Student transfer records must be reviewed and approved by the program director.
The program offers three distinct learning tracts which allows the student the opportunity to tailor their coursework for future career aspirations:

- Law Enforcement
- Corrections
- Generalist

Students are provided a solid academic foundation that allows them to seamlessly transfer into the B. Tech in Criminal Investigation program at SUNY Canton. Students may also elect to continue their education in the B. Tech Criminal Justice: Law Enforcement Leadership program.

**Students In This Major:**
- Acquire the basic knowledge of law enforcement and corrections.

**Career Opportunities:**
- Federal Law Enforcement Agent
- Police Officer
- Probation or Parole Officer
- Corrections Officer

**Career Outlook:**
- U.S. Department of Labor forecasts faster than average growth for protective service occupations through the year 2016.

**Recent Employers Of SUNY Canton Graduates:**
- Federal Bureau of Investigations (FBI)
- Secret Service
- U.S. Border Patrol
- U.S. Customs
- New York State Department of Environmental Conservation
- New York State University Police
- New York State Police
- New York Department of Corrections

- Military Police of the Armed Forces
- United Parcel Service
- Pinkerton Security
- Sheriff's Department
- Municipal Police Departments
- Vermont State Police

**Transfer Opportunities:**
- Fifty to sixty percent of AAS graduates seek baccalaureate degrees. Most of those students remain at SUNY Canton and pursue one of our baccalaureate degrees.

**Admission Requirements:**
- Students must be prepared to take Intermediate Algebra (MATH 106)
- Students must be prepared to take Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).
- Transfer students must have at least a 2.0 GPA.

**Program Requirements:**

**Curriculum 0640**

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>JUST 101 Intro. to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 101 Expository Writing OR</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 102 Oral &amp; Written Expression</td>
<td>3</td>
</tr>
<tr>
<td>CITA 110 Intro. to Information Technology</td>
<td>3</td>
</tr>
<tr>
<td>MATH 106 Intermediate Algebra1</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 101 Introductory Psychology</td>
<td>3</td>
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<table>
<thead>
<tr>
<th>Semester II</th>
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<tbody>
<tr>
<td>JUST 105 Correctional Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>JUST 110 Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 101 Introduction to Sociology</td>
<td>3</td>
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<tr>
<td>Humanities Elective (GER 7)</td>
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<tr>
<td>Natural Science w/Lab (GER 2)</td>
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>JUST 203 Criminal Procedure</td>
<td>3</td>
</tr>
<tr>
<td>JUST 207 Police Services</td>
<td>3</td>
</tr>
<tr>
<td>JUST 210 Forensic Investigations</td>
<td>3</td>
</tr>
<tr>
<td>Lib. Arts Elective (GER 5, 6, 8, 9)</td>
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<td>Lib. Arts Elective (any GER)</td>
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**Or**

**Emphasis A: Law Enforcement**

<table>
<thead>
<tr>
<th>Semester III</th>
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<tbody>
<tr>
<td>JUST 111 Criminal Procedure</td>
<td>3</td>
</tr>
<tr>
<td>JUST 201 Critical Issues in Crim. Justice</td>
<td>3</td>
</tr>
<tr>
<td>JUST 209 Law Enforcement, Communications</td>
<td>3</td>
</tr>
<tr>
<td>American History Elective (GER 4)</td>
<td>3</td>
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<tr>
<td>General Elective</td>
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**Semester IV**

<table>
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<tr>
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**Semester IV**

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<th>Credits</th>
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**Semester IV**

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<tr>
<th>Credits</th>
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<td>15</td>
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</table>

*Fulfills writing intensive requirement.

**GER = General Education Requirement**

**Intermediate Algebra (MATH 106)** is the minimum level acceptable toward AAS degree (non-transferable to a bachelor program). Survey of Mathematics (MATH 111) or College Algebra (MATH 121) is minimum for B.Tech. degrees.

**Introduction to Criminal Justice should be taken as soon as possible - it is a pre-requisite for all other CJ/CI courses.**

**Early American History (HIST 103) or Modern US History (HIST 105) is recommended for American History elective.**

**A minimum of 60 credit hours with a 2.0 GPA is required to receive the AAS degree in Criminal Justice. Students must take all of the PROGRAM courses and all courses in Emphasis A, Emphasis B, or Emphasis C (NOT ALL THREE).**
Dental Select

Dental Hygiene Select is an innovative program that fosters student success and facilitates admission into the College's Dental Hygiene associate degree program and continuation into the professional-level bachelor's degree program. Admission to dental hygiene programs is selective and the majority of students admitted to dental hygiene enter with at least one year of college. By entering the Dental Hygiene Select program, students are guaranteed admission into the two- and four-year programs (for students with a GPA of 3.0 or higher). The program starts with the first year at SUNY Canton's main campus for students with little or no college experience.

The program is designed for high school seniors who meet the minimum entrance criteria to the associate degree program in dental hygiene, including:
• A minimum high school GPA of 80 percent.
• High school biology with a regents score of at least 75.
• High school chemistry with a regents score of at least 75.

**STUDENTS IN THE DENTAL HYGIENE SELECT PROGRAM:**
• Are part of a small group engaged in learning experiences in a nurturing environment.
• Participate in job shadowing and are introduced to basic dental hygiene procedures.
• Complete basic science and liberal arts courses.
• Complete course work in infection control and medical emergencies in the dental office.

**PROGRAM REQUIREMENTS:**

*(Curriculum 0688)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
<tr>
<td>DHYG 155 Infection Control</td>
<td>1</td>
</tr>
<tr>
<td>DHYG 100 Introduction to Dental Hygiene</td>
<td>1</td>
</tr>
<tr>
<td>BIOL 217 Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 102 Oral &amp; Written Expression</td>
<td>3</td>
</tr>
<tr>
<td>FYEP 101 First Year Experience</td>
<td>1</td>
</tr>
<tr>
<td>MATH 111 Survey of Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 101 Introduction to Sociology</td>
<td>3</td>
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<thead>
<tr>
<th>Semester II</th>
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<tbody>
<tr>
<td>DHYG 256 Medical Emergencies</td>
<td>1</td>
</tr>
<tr>
<td>HLTH 175 Basic Nutrition</td>
<td>2</td>
</tr>
<tr>
<td>ANTH 102 Intro to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 209 Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 218 Anatomy &amp; Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>PSYC 101 Introduction Psychology</td>
<td>3</td>
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<td>17</td>
</tr>
</tbody>
</table>

Student Learning Outcomes can be found at www.canton.edu/sci_health/dh-select/.
STUDENTS IN THIS MAJOR:
- Perform all phases of dental hygiene care, including assessment, planning, implementation, evaluation, and documentation based on accepted scientific theories and research.
- Develop skills to communicate effectively, professionally and respectfully with their peers, the faculty, staff, other health care professionals, and their patients in the clinic and during community and professional presentations.

CAREER OPPORTUNITIES:
- Private dental offices
- Hospital dental clinics
- Military installations
- Nursing homes, residential assisted living facilities, and rehabilitation centers
- Pharmaceutical sales
- County and state health departments
- School-based oral health programs

ACCREDITATIONS:
- The American Dental Association (ADA) Commission on Dental Accreditation (CODA), 211 East Chicago Avenue, Chicago, IL 60611, 312-440-2547 (http://www.ada.org).
- The program is also registered with the NYS Education Department, Office of Professions.

ADMISSIONS REQUIREMENTS:
- Admission is selective based on academic performance. Applicants must have a minimum grade of 75 in Regents-level chemistry, geometry/Math A plus one year; or a C grade in equivalent college-level courses. As well as a minimum C grade in Human Anatomy & Physiology I at the college level. The selection committee will review and rank qualified applicants beginning in early February.
- Applicants must have a high school diploma or its equivalent.
- Students entering college for the first time who have successfully completed 2 units of math and received a >75 on the Biology and Chemistry regents are encouraged to apply to the Dental Hygiene Select program. This 1 year program is designed to prepare students coming straight from high school for the AAS program. Students earning a 3.0 GPA or higher in the Select program are automatically reserved a seat in the AAS program the following year.

The Dental Hygiene associate degree program at SUNY Canton has an unsurpassed record of excellence, including:
- A 100 percent pass rate on the dental hygiene national board examination.
- A 97 percent pass rate on the dental hygiene regional clinical examination.
- A 100 percent job placement rate.
- Three prestigious National Community Dentistry awards.

PROGRAM REQUIREMENTS:

Curriculum 0545
Semester I
<table>
<thead>
<tr>
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<th>Course Title</th>
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<tbody>
<tr>
<td>DHYG 145</td>
<td>Dental Radiology</td>
<td>3</td>
</tr>
<tr>
<td>DHYG 155</td>
<td>Infection Control</td>
<td>1</td>
</tr>
<tr>
<td>DHYG 156</td>
<td>Oral Anatomy</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 140</td>
<td>Pre-Clinical Theory</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 141</td>
<td>Pre-Clinical Dental Hygiene</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 142</td>
<td>Intro to the Patient Apmt</td>
<td>1</td>
</tr>
<tr>
<td>DHYG 161</td>
<td>Histology &amp; Embryology</td>
<td>1</td>
</tr>
<tr>
<td>BIOL 218</td>
<td>Human Anatomy &amp; Phys II</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>Oral &amp; Written Expression</td>
<td>3</td>
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Semester II
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<thead>
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<th>Course Title</th>
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<tbody>
<tr>
<td>BIOL 209</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>DHYG 160</td>
<td>Dental Pathology</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 150</td>
<td>Dental Hygiene Theory</td>
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<tr>
<td>DHYG 151</td>
<td>Clinical Dental Hygiene</td>
<td>3</td>
</tr>
<tr>
<td>DHYG 159</td>
<td>Dental Health Education</td>
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</tr>
<tr>
<td>DHYG 147</td>
<td>Head &amp; Neck Anatomy</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 190</td>
<td>Radiographic Interpretation</td>
<td>1</td>
</tr>
<tr>
<td>DHYG 256</td>
<td>Medical Emergencies</td>
<td>1</td>
</tr>
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Semester III
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<tbody>
<tr>
<td>DHYG 215</td>
<td>Pain Management</td>
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<tr>
<td>DHYG 220</td>
<td>Periodontology</td>
<td>2</td>
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<tr>
<td>DHYG 221</td>
<td>Dental Pharmacology</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 240</td>
<td>Dental Materials Theory</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 241</td>
<td>Dental Materials Lab</td>
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</tr>
<tr>
<td>DHYG 250</td>
<td>Dental Hygiene II Lecture/Lab</td>
<td>2</td>
</tr>
<tr>
<td>DHYG 251</td>
<td>Clinical Dental Hygiene</td>
<td>3</td>
</tr>
<tr>
<td>HLTH 175</td>
<td>Nutrition</td>
<td>2</td>
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Semester IV
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<tbody>
<tr>
<td>DHYG 260</td>
<td>Community Dental Health</td>
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<tr>
<td>DHYG 270</td>
<td>Clinical Dental Hygiene III</td>
<td>4</td>
</tr>
<tr>
<td>DHYG 280</td>
<td>Ethics &amp; Jurisprudence</td>
<td>1</td>
</tr>
<tr>
<td>DHYG 285</td>
<td>Senior Seminar</td>
<td>1</td>
</tr>
<tr>
<td>DHYG 290</td>
<td>Special Needs</td>
<td>1</td>
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<tr>
<td>PSYC 101</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 101</td>
<td>Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>ANTH 102</td>
<td>Intro to Cultural Anthropology</td>
<td>3</td>
</tr>
</tbody>
</table>

* Fulfills writing intensive requirement

Student Learning Outcomes can be found at www.canton.edu/sci_health/dental_hygiene/

- A grade of “C” (75) or better is required for all DHYG courses and a grade of “C-” or better is required in BIOL courses to continue in the program.
- Once matriculated into the Dental Hygiene, AAS students must complete the program within 4 years.
- If a student fails a DHYG and/or BIOL course s/he will be required to step out of the program since each semester builds upon the previous courses taught. The student must re-apply and will be evaluated using the same selection criteria as a first semester freshman and on a space available basis.
- If the student fails two dental hygiene courses in any given semester, s/he will lose matriculation in the program and will not be considered for readmission into the program.

- Transcripts for students wishing to transfer to another ADA accredited dental hygiene program will be evaluated on an individual basis. Students are required to provide course descriptions and a list of course requirements to aid in this evaluation. If it is determined that the course is equivalent to that offered at SUNY Canton, credit will be awarded.
- Students must complete CPR certification (Health Provider Status) prior to entering DHYG 141: Pre-Clinic; and all students must complete a NYS certified child abuse course as part of DHYG 280 Ethics & Jurisprudence
- Although the program has a patient coordinator that assists in the scheduling of patients, the Dental Hygiene student is ultimately responsible for finding new patients and treating a diverse group of patients. Students are also responsible for seeking transportation to and from all off-campus enriching sites.
- For additional information, please see the website.

Applicants for NYS licensure must be a U.S. citizen or an alien lawfully admitted for permanent residency in the U.S. The applicant must also be of good moral character. Anyone convicted of a crime or who has committed an act which raised question as to his/her moral character will be subjected to review by the State. SUNY Canton strongly encourages anyone with a prior conviction to contact the Office of Professional Discipline. Completion of coursework does not guarantee NYS License. For additional information, you can visit the NYS Education Department, Office of Professions website at www.op.nysed.gov/dent.htm.

Residency Requirement: Students must complete Clinical Dental Hygiene II (DHYG 250/251) and Clinical Dental Hygiene III (DHYG 270)
Early Childhood—AS

Students in This Major:
- Participate in student teaching field-based experiences in various child care settings, including: Head Start Programs, Universal Pre-K, and Kindergarten Public School Classrooms, Child Care Centers, Family Child Care Provider Homes, Nursery, and Pre-School programs.
- Enroll in a course of study offering 12 courses specific to Early Childhood Care and Education along with general liberal arts courses leading to an Associate of Science degree.
- Take part in professional development opportunities offered through seminars, workshops, and our full-day Annual Early Childhood Conference, held every fall on our campus.
- Have access to various learning resources, activity kits, and equipment in our state-of-the-art Early Childhood Teacher Center & Classroom located in Cook Hall.
- Prepare for rewarding careers in Early Care and Education or for transfer to various 4-year degree Programs.

Career Opportunities:
- Pre-School and Child Care Center Lead Teacher, Assistant Teacher
- Public School: Teacher Assistant
- Head Start: Lead Teacher, Asst. Teacher
- Self Employed: Child Care or Nursery School Owner
- Family Child Care Center Provider

Career Outlook:
- U.S. Department of Labor lists Child Care Worker, Elementary Teacher, and Teacher Assistant among the 30 occupations with the largest projected employment growth from 2010-2020.
- Certification requirements are increasing for Early Care and Education providers. Associate and Bachelor Degrees are necessary to work in lead positions in child care facilities and Head Start programs.
- Changes in society and the workforce demand an increase in the availability of high-quality early child care and education options for families and children from infancy to pre-kindergarten.

Transfer Opportunities:
- SUNY Cableskill® Articulation agreement in effect.

SUNY Canton Early Childhood graduates attend:
- SUNY Plattsburgh, SUNY Oneonta, SUNY Cortland, SUNY Buffalo
- SUNY Brockport, SUNY New Paltz, SUNY Geneseo, SUNY Potsdam

Admission Requirements:
- Students must meet entrance requirements and be eligible for enrollment in: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).
- Transfer students must have a minimum 2.0 GPA for admittance to the ECHD major.
- Students who do not meet ECHD admission requirements may enroll in preparatory courses. Students must pass all preparatory courses and have a minimum 2.0 GPA for admittance to the ECHD program.
- Graduates of BOCES Early Childhood Occupations programs may be eligible for 3–6 college credits toward the Early Childhood Program at SUNY Canton. Refer to the College catalog for a list of BOCES Programs for which we have articulation agreements.

Program Requirements:
- Students must receive a minimum 2.5 (C+) in Student Teaching Experience I (ECHD 201) to enroll in Student Teaching Experience II (ECHD 202).
- Students are required to complete courses in Identification of Child Abuse & Neglect, First Aid, and CPR.
- Early Childhood students must have evidence of a recent physical exam and updated immunizations.
- For off campus teaching experiences (ECHD 201 & ECHD 202) students will need to arrange for transportation to their assigned placement sites.

Curriculum 1327

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tr>
<td>ECHD 101</td>
<td>Introduction to Early Childhood...3</td>
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<tr>
<td>ENGL 101</td>
<td>Expository Writing..................3</td>
</tr>
<tr>
<td>PSYC 101</td>
<td>Introduction to Psychology.........3</td>
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<tr>
<td>FYEP 101</td>
<td>First Year Experience...............1</td>
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<tr>
<td></td>
<td>Science Elect. w/lab (GER 2)........4</td>
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<td>General Elective (GER 1-9).........3</td>
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<tr>
<td>ECHD 121</td>
<td>Wellness in Young Children.........3</td>
</tr>
<tr>
<td>ECHD 131</td>
<td>Infants and Toddlers.................3</td>
</tr>
<tr>
<td>ENGL 216</td>
<td>Children’s Literature...............3</td>
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<td>PSYC 220</td>
<td>Child Development...................3</td>
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<td>Math Elective (GER 1)...............3</td>
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<tr>
<td>ECHD 201</td>
<td>Student Teaching Experience I</td>
</tr>
<tr>
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<td>w/Seminar ................................4</td>
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<tr>
<td>ECHD 125</td>
<td>Curriculum Development..............3</td>
</tr>
<tr>
<td>ECHD 250</td>
<td>Children with Special Needs.........3</td>
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<td>Arts Elec. or Foreign Lang.</td>
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<td></td>
<td>(GER 8 or 9)........................3-4</td>
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<td>History Elective (GER 4, 5 or 6)....3</td>
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<tr>
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<tbody>
<tr>
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<td>w/Seminar ............................6</td>
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<tr>
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<td>Planning Prog. for Young Children..3</td>
</tr>
<tr>
<td>ECHD 285</td>
<td>Iss. &amp; Policies in Early Care &amp; Ed.*3</td>
</tr>
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<td></td>
<td>General Elective (GER 1-9)..........3</td>
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</table>

* Fulfills writing intensive requirement.

GER = General Education Requirement

NOTE: Early Childhood students must meet seven out of ten General Education Requirements.

Student Learning Outcomes can be found at www.canton.edu/business/early_childhood/.
The Electrical Engineering Technology (EET) program prepares students for a wide range of opportunities ranging from manufacturing and defense to power generation and computing. At completion, graduates receive the Associate in Applied Science degree and have considerable flexibility for continuing their education or commencing their career directly. Math skills and an interest in science are expected, and the student will receive extensive hands-on experience in a small class setting. Graduates are qualified to work as technicians, or continue in the four year EET program (B. Tech.), and will have the flexibility to take a number of elective courses including Mathematics as minor.

**Students In This Major:**
- Utilize their computer in all of the major courses to enhance employability upon graduation.
- Acquire hands-on experience with programmable controllers, motors, generators, electrical power systems, industrial electronics, communications, and other related areas.
- Study under experienced faculty members in small class settings.
- Are recommended to have a laptop computer during their senior year.

**Career Opportunities:**
More than 90% of the graduates go directly into positions like:
- Project Control Technician
- Electronic Maintenance Technician
- Production Technician
- Field Service Technician
- Systems Test Technician
- Quality Assurance Technician
- Field Project Technician
- Instrumentation Technician
- Power Technician
- Communications Technician

The demand for Electrical Engineering Technicians is immense. There simply are not enough qualified technicians entering the market place, and a large number of working technicians are approaching retirement age.

**Recent Employers Of SUNY Canton Graduates:**
- Brookfield Power
- Novelis
- Schlumberger
- Siemens
- National Grid
- ALCOA
- Schneider Packing Equipment
- Corning
- New York Power Authority
- IBM
- C & S Engineers, Inc.
- NYSEG
- Verizon

**Transfer Opportunities:**
- Rochester Institute of Technology
- SUNY Institute of Technology
- SUNY Alfred

**Program Requirements:**
*(Curriculum 0699)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ELEC 101</td>
<td>Electric Circuits I ................................3</td>
</tr>
<tr>
<td>ELEC 109</td>
<td>Electric Circuits I Laboratory .....................1</td>
</tr>
<tr>
<td>ELEC 161</td>
<td>Electronic Fabrication ................................2</td>
</tr>
<tr>
<td>ENGS 102</td>
<td>Programming for Engineers ..........................2</td>
</tr>
<tr>
<td>ENGL 101/102</td>
<td>Oral and Written Expression OR Expository Writing</td>
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<tr>
<td>MATH 123</td>
<td>Pre-Calculus Algebra ..................................4</td>
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<td>FYEP 101</td>
<td>First Year Experience ................................1</td>
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<tr>
<th>Semester II</th>
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<tr>
<td>ELEC 102</td>
<td>Electric Circuits II ................................3</td>
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<tr>
<td>ELEC 129</td>
<td>Electric Circuits II Laboratory .....................1</td>
</tr>
<tr>
<td>ELEC 141</td>
<td>Industrial Controls ..................................2</td>
</tr>
<tr>
<td>ELEC 165</td>
<td>Digital Fund &amp; Systems ................................3</td>
</tr>
<tr>
<td>ELEC 166</td>
<td>Digital Fund &amp; Systems Lab ...........................1</td>
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<td></td>
<td>English (Literature) ...................................3</td>
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<tr>
<td>MATH 161</td>
<td>Calculus I ................................................4</td>
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<table>
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<tr>
<th>Semester III</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ELEC 213</td>
<td>Microprocessors * ......................................3</td>
</tr>
<tr>
<td>ELEC 215</td>
<td>Electrical Energy Conversion ........................4</td>
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<tr>
<td>ELEC 231</td>
<td>Electronic Circuits ....................................4</td>
</tr>
<tr>
<td>SOET 116</td>
<td>Intro to CAD &amp; Design ................................2</td>
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<tr>
<td>PHYS 121/131</td>
<td>College Physics I OR University Physics I</td>
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<table>
<thead>
<tr>
<th>Semester IV</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ELEC 203</td>
<td>Engineering Technology Project .....................1</td>
</tr>
<tr>
<td>ELEC 225/383</td>
<td>Telecommunications OR Power Transmission &amp; Distribution</td>
</tr>
<tr>
<td>ELEC 332</td>
<td>Industrial Electronics ...............................3</td>
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<tr>
<td>ELEC 243</td>
<td>Automated Control Systems ............................2</td>
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<tr>
<td>PHYS 122/132</td>
<td>College Physics II OR University Physics II</td>
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<tr>
<td>PHYS 126/136</td>
<td>Physics Lab II ........................................1</td>
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<tr>
<td>SOET 377</td>
<td>*Engineering Ethics ....................................1</td>
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</tbody>
</table>

* Fulfills writing intensive requirement.

Student Learning Outcomes can be found at www.canton.edu/csoet/elec_eng_tech/.

**Accreditation:**
Accredited by the Engineering Technology Accreditation Commission (ETAC) of ABET, 415 N. Charles Street, Baltimore, MD 21201 – Telephone (410) 347-7700.

**Admission Requirements:**
- Students must be qualified to enter Pre-Calculus Algebra (MATH 123)
- Students who do not meet the required high school mathematics prerequisites may still be admitted to the College, but they will have to complete all mathematics requirements before admission to this program, or they may complete one year certificate before starting the degree program.

**Additional Graduation Requirements**
Students transferring in Electrical 200 level courses must complete a minimum of 12 credits of 200 level courses contained in the current Electrical Engineering Technology curriculum with a minimum GPA of 2.0 for all such credits taken.

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The Engineering Science program prepares its graduates to complete a baccalaureate engineering degree with another two years of study. Applicable areas include mechanical, electrical, civil, and aeronautical engineering. A key difference with Engineering Science, as differentiated from other programs in the Canino School of Engineering Technology, is that this program provides a strong theoretical preparation rooted in calculus for students who seek to prepare for engineering design responsibilities. Graduates perform exceptionally well when transferring to engineering schools such as Clarkson, Cornell or RPI.

**StudentS In this Major:**
- Complete their first two years at SUNY Canton and then transfer to a four-year engineering school to complete their baccalaureate degree.
- Interact with faculty on a daily basis because of small class sizes.
- Are accepted by most four-year engineering schools with full junior status.
- Have the benefit of SUNY Canton's membership in the SUNY Two-Year Engineering Science Association (TYESA) of New York State. This membership assures that SUNY Canton's Engineering Science program is rigorous and allows for smooth transfer to four-year schools.

**Career Opportunities:**
After transferring to and graduating from a four-year school, any engineering career is possible. Typical opportunities include:
- Aeronautical Engineer
- Civil Engineer
- Computer Engineer
- Electrical Engineer
- Engineering Management
- Mechanical Engineer
- Chemical Engineer

**Career Outlook:**
- There are favorable job opportunities for engineering-related positions.
- Employment opportunities in engineering have been good for a number of years and are expected to continue.

**Transfer Opportunities:**
In recent years, Engineering Science students have transferred to:
- Carnegie Mellon University
- Clarkson University
- Cornell University
- Florida Institute of Technology
- Northeastern University
- Pennsylvania State University
- Rensselaer Polytechnic Institute
- SUNY Binghamton
- SUNY Buffalo
- Syracuse University
- University of Massachusetts
- University of North Carolina

**Program Requirements:**
*(Curriculum 0530)*
This program has been granted a SUNY General Education waiver which allows the program to require only five General Education Requirements. Care must be taken to select courses in areas which meet this requirement.

**Semester I**
- ENGS 101 Introduction to Engineering ............2
- CHEM 150 College Chemistry I ..................4
- MATH 161 Calculus I .............................3
- PHYS 131 University Physics I ..................3
- PHYS 135 University Physics Lab I .................1
  **17**

**Semester II**
- ENGS 102 Programming For Engineers ............2
- CHEM 155 College Chemistry II ..................4
- MATH 162 Calculus II ............................3
- PHYS 132 University Physics II ..................3
- PHYS 136 University Physics Lab II .................1
  **17**

**Semester III**
- ENGS 201 Statics ....................................3
- ENGS 205 Nature & Properties of Materials ....3
- MATH 263 Calculus III ............................4
- PHYS 133 University Physics III ..................3
- PHYS 137 University Physics Lab III .................1
- General Elective ....................................3
  **17**

**Semester IV**
- ENGS 202 Dynamics .................................3
- ENGS 203 Engineering Strength of Materials (Optional) ..........3
- ELEC 263 Electric Circuits ........................3
- ECON 103 Principles of Microeconomics ..........3
- MATH Elective*
  - Post Calculus Course ............................3
  **12 (15)**

*M Math 364 (Differential Equations) recommended

**Student Learning Outcomes** can be found at www.canton.edu/csot/eng_sci.html.
The General Technology (GT) curriculum serves needs of entering students in three broad ways. First, its curricular breadth and flexibility allows entering students to explore across a range of technology disciplines as they seek to identify a specific concentration path of interest. Second, GT enables students transferring from other academic programs or institutions to build upon academic work already accomplished. Third, this program is appropriate for students seeking a two-year degree in an unusual area of specialization for which dedicated programs may not conveniently exist (e.g. electronic testing, project planning & scheduling, quality control, plant operations & maintenance).

Graduates of this program may pursue employment upon graduation or continue their education with the pursuit of a subsequent baccalaureate (four-year) degree with a program such as Industrial Technology Management. This broad-based program is ideal for individuals with analytical capabilities seeking to pursue a path of study that serves the individual's particular interests well.

**Students In This Major:**

- Will have the flexibility to explore career interests in various technical disciplines.
- Will be able to focus their studies within their specific area(s) of interest.
- Will develop a strengthened preparation in mathematics, science, and technology.
- Are able to build upon academic work already completed in other related areas.

**Career Opportunities:**

Employment opportunities are broad for technology and span the range of industry and commerce. Because of the broad flexibility of this program, it is important for the student and academic advisor to carefully plan the selection of program electives that will best serve the career Interests of the individual student. Opportunities in this market include:

- Manufacturing & Production
- Industrial Distribution
- Technical Sales and Services
- Pursuit of additional (four-year) education (e.g. Business, Information Technology, Industrial Technology Management)

**Admission Requirements:**

Incoming students will meet all general admission requirements as freshmen to SUNY Canton, having completed the NYS Geometry Regents or Math A plus one year. Transfer students will be evaluated individually by the program academic advisor. The mathematics requirements will ensure that entering students are prepared to commence studies at a minimum level of College Algebra (MATH 121) and College Physics I (PHYS 121).

**Program Requirements:**

*(Curriculum 2208)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGS 101</td>
<td>Introduction to Engineering ........2</td>
</tr>
<tr>
<td>SOET 116</td>
<td>Intro. to Computer Aided Drafting and Design ........3</td>
</tr>
<tr>
<td>ENGL 101</td>
<td>Expository Writing OR Oral and Written Expression ....3</td>
</tr>
<tr>
<td>MATH 123</td>
<td>Pre-Calculus Algebra ........4</td>
</tr>
<tr>
<td>PHYS 121</td>
<td>College Physics I ........3</td>
</tr>
<tr>
<td>PHYS 125</td>
<td>Physics I Lab ........1</td>
</tr>
</tbody>
</table>

Semester II

| ENGS 102   | Programming for Engineers ........2 |
| MECH 128   | Electromechanical Technology ........3 |
| Social Science Elective | 3 |
| Math Elective** | 4 |
| Science Elective w/lab | 4 |

Semester III

| Program Elective*** | 9 |
| Math Elective ** | 3 |
| Humanities Elective | 3 |

Semester IV

| Program Electives*** | 12 |
| General Elective | 3 |

* Fulfills writing intensive requirement.
** College Algebra (MATH 121) or equivalent, & at least one calculus course are required. Entering students who are unprepared to enroll in MATH121 or equivalent may require extra time to graduate.
*** Program Electives are to be selected with the approval of the student's academic advisor from the following disciplines: ACHP, AREA, ASTR, AUTO, CHEM, CITA, CONS, ENGS, ESCI, TMMA, GEOL, GMMD, MECH, MFGT, MATH, MSPT, PHYS, and SOET.

Student Learning Outcomes can be found at www.canton.edu/cs/soet/general.html.
STUDENTS IN THIS MAJOR:

• Enroll in one of the Schools: School of Business and Liberal Arts; Canino School of Engineering Technology; or School of Science, Health, and Criminal Justice.
• Develop a program consistent with a specific career objective.
• Have the opportunity to explore an unknown area.
• Benefit from the knowledge and skills obtained through life experiences.
• Earn an Associates in Applied Science after 60 credits hours.
• May transfer into baccalaureate degree programs.

CAREER OPPORTUNITIES:

Employment options are unlimited, students while working closely with an academic advisor can design their own programs.

RECENT EMPLOYERS OF SUNY CANTON GRADUATES:

• Burke’s Construction
• Fleet Bank
• Dine-A-Mate, Inc.
• Builders Square
• Corning, Inc.
• Claxton-Hepburn Medical Center
• Potsdam Stone and Concrete
• Morris Protective Services

ADMISSION REQUIREMENTS:

• Student should be prepared to take Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).
• Transfer students must meet re-registration requirements.

TRANSFER OPPORTUNITIES:

• SUNY Canton
• SUNY Potsdam, Plattsburgh, Oswego, Cortland, Geneseo, and Brockport
• State University Centers at Albany, Buffalo, and Binghamton
• Clarkson University
• Niagara University
• St. Lawrence University

PROGRAM REQUIREMENTS:

( Curriculum 0688 )

<table>
<thead>
<tr>
<th>Category</th>
<th>Credits</th>
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<td>English/Humanities</td>
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<tr>
<td>Social Sciences</td>
<td>6</td>
</tr>
<tr>
<td>Natural Sciences and/or Mathematics</td>
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<tr>
<td>Applied Electives</td>
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<td>Liberal Arts Elective</td>
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<tr>
<td>General Electives</td>
<td>18</td>
</tr>
<tr>
<td>First Year Experience</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>61*</td>
</tr>
</tbody>
</table>

*All students must take a writing intensive course.

Student Learning Outcomes can be found at www.canton.edu/business/individual.html.
Students In This Major:

- Develop a program consistent with a specific career objective or select a concentration from academic areas of humanities, social sciences or natural sciences.
- Prepare for careers in teaching, law, journalism, public administration, human services, finance, insurance, pharmacy, physical therapy, and other fields requiring an understanding of the human condition and the ability to communicate ideas.
- Graduate and continue study in such disciplines as English, education, art, drama, music, communication, economics, history, psychology, sociology, and anthropology.
- Complete all or the majority of the courses required in the first two years of a baccalaureate program in the natural and physical sciences. Graduates have successfully transferred to pharmacy and physical therapy programs.
- Have the opportunity to cross-register at SUNY Potsdam, St. Lawrence University, and Clarkson University.
- Transfer to baccalaureate programs.

Career Opportunities:

Employment options are unlimited, since in consultation with the academic advisor, students can design their own programs.

Recent Employers of SUNY Canton Graduates:

- Burke's Construction
- Fleet Bank
- Corning, Inc.
- Claxton-Hepburn Medical Center
- Potsdam Stone and Concrete
- Morris Protective Services
- New York State Department of Social Services

Transfer Opportunities:

- SUNY Potsdam, Plattsburgh, Oswego, Cortland, Geneseo, and Brockport
- St. Lawrence University
- State University Centers at Albany, Buffalo, and Binghamton
- Clarkson University
- SUNY ESF
- SUNY Upstate Medical University at Syracuse

Admission Requirements:

- Prepared to take Expository Writing (ENGL 101)
  - NYS English Regents score ≥ 75; or
  - Verbal SAT score ≥ 420; or
  - Reading and Writing ACT scores ≥ 17; or
  - Transfer student who has already passed a college-level English course.
- Prepared to take GER Math
  - NYS Geometry Regents or Math A plus one year; or
  - Already passed Intermediate Algebra or equivalent.

Program Requirements:

Degree Programs

(Curriculum 0250)

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<tr>
<th>AA DEGREE</th>
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<tbody>
<tr>
<td>ENGL 101</td>
<td>Expository Writing OR</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>Oral and Written Expression</td>
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<tr>
<td>FYEP 101</td>
<td>First Year Experience</td>
</tr>
<tr>
<td>Humanities (GER 7)</td>
<td>3</td>
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<tr>
<td>Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td>Fine Arts OR Language (GER 8, 9)</td>
<td>3</td>
</tr>
<tr>
<td>American History (GER 4)</td>
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<tr>
<td>Western Civilization OR World History</td>
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<tr>
<td>(GER 5, 6)</td>
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<td>Mathematics (GER 1)</td>
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<tr>
<td>Science (GER 2)</td>
<td>2</td>
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<tr>
<td>Math or Science</td>
<td>3</td>
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<tr>
<td>Social Science (other than history) (GER 3)</td>
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<tr>
<td>Social Science Elective</td>
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<tr>
<td>General Electives</td>
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<tr>
<td>Liberal Arts Electives</td>
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<tr>
<td><strong>Total Credits</strong></td>
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</table>

AS DEGREE

| ENGL 101  | Expository Writing OR |
| ENGL 102  | Oral and Written Expression | 3 |
| FYEP 101  | First Year Experience | 1 |
| Humanities (GER 7) | 3 |
| Fine Arts OR Language (GER 8, 9) | 3 |
| American History (GER 4) | 3 |
| Western Civilization OR World History | 3 |
| (GER 5, 6) | 3 |
| Mathematics (GER 1) | 3 |
| Science (GER 2) | 2 |
| Math or Science | 3 |
| Social Science (other than History) (GER 3) | 3 |
| General Electives | 30 |
| **Total Credits** | **61** |

1 Minimum level College Algebra (MATH 141) or Survey of Math (MATH 111)

2 One science course must be a laboratory science. Two science courses minimum.

3 Minimum 12 credit hours of math/science

4 Required: One writing intensive course in a liberal arts or science discipline

Student Learning Outcomes can be found at www.canton.edu/business/libarts.html.
Graduates of Mechanical Engineering Technology (MET) work in a wide range of industries with a broad array of career opportunities. From manufacturing and construction to equipment testing and power generation, employment opportunities exist in production, product/system testing, quality improvement, and technical services support. The MET program is appropriate for individuals who like hands-on experience, enjoy technology, and want to use their heads. Math ability is important and students will center much of their effort on experimentation and problem solving.

**Students In This Major:**
- Practice and demonstrate hands on manufacturing skills related to machining, design and drafting, fluid power, mechanical design and electricity.
- Develop core skills in Science, Technology, Engineering and Mathematics to commence their career immediately upon graduation or to continue with the pursuit of a baccalaureate degree.
- Apply computer skills to design, interpret and analyze data, solve problems and prepare reports/presentations for professional communications.
- Apply the scientific and technical knowledge to design, test, troubleshoot and improve machines, tooling, processes and information flow that serve the manufacturing industry.

**Career Opportunities:**

Typical job titles in which our graduates are employed are:
- Mechanical Engineering Technician
- Engineering Assistant
- Computer-Aided Drafting
- Designer
- Quality Management Technician
- Lab Technician
- Instructional Assistant
- Field Service Technician
- CNC operator/programmer

**Recent Employers of SUNY Canton Graduates:**
- Placid Industries
- Corning, Inc.
- CIVES Steel Co.
- IBM
- Viking-Cives, USA
- Schneider Packaging
- Acco Brands
- Gleason Works
- Bombardier, Inc.
- Novelis
- Young and Franklin, Inc.

**Placement:**
- All graduates during the past five years have either started their careers or continued their education. Forty percent in industry, and sixty percent elected to continue their education with the pursuit of a baccalaureate degree.

**Transfer Opportunities:**
- SUNY Canton (Alternative and Renewable Energy Systems, Industrial Technology Management, Mechanical Technology)
- SUNY Utica/Rome
- Rochester Institute of Technology
- SUNY Alfred
- SUNY Buffalo

**Accreditation:**
- Accredited by the Engineering Technology Accreditation Commission (ETAC) of ABET, 415 N. Charles Street, Baltimore, MD 21201 – Telephone (410) 347-7700.

**Program Requirements:**

*(Curriculum 0493)*

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<tr>
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<th>Credits</th>
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<tr>
<td>ENGL 102</td>
<td>Oral &amp; Written Expression...........3</td>
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<tr>
<td>ENGS 101</td>
<td>Introduction to Engineering.........2</td>
</tr>
<tr>
<td>MATH 123</td>
<td>Pre-Calculus Algebra ...............4</td>
</tr>
<tr>
<td>MECH 121</td>
<td>Manufacturing Processes I ..........3</td>
</tr>
<tr>
<td>PHYS 121</td>
<td>College Physics I..................3</td>
</tr>
<tr>
<td>PHYS 125</td>
<td>Physics Lab I ....................1</td>
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<td><strong>Total</strong></td>
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<table>
<thead>
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<th>Semester II</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CONS 172</td>
<td>Technical Statics ..................3</td>
</tr>
<tr>
<td>MATH 161</td>
<td>Calculus I..........................4</td>
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<td>Program Elective..........................3</td>
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<tr>
<td>MECH 111</td>
<td>3D Modeling........................3</td>
</tr>
<tr>
<td>PHYS 122</td>
<td>College Physics II................3</td>
</tr>
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<td>PHYS 126</td>
<td>Physics Lab II....................1</td>
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<tr>
<td><strong>Total</strong></td>
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<table>
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<tr>
<th>Semester III</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CONS 272</td>
<td>Strength of Materials.............3</td>
</tr>
<tr>
<td>ELEC 261</td>
<td>Electricity.......................4</td>
</tr>
<tr>
<td>MECH 241</td>
<td>Fluid Mechanics..................3</td>
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<td>MECH 242</td>
<td>Fluid Power Lab..................1</td>
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<tr>
<td>Program Elective*..........................3</td>
<td></td>
</tr>
<tr>
<td>Social Science Elective*..................3</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Semester IV</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC 141</td>
<td>Industrial Controls...............2</td>
</tr>
<tr>
<td>MECH 232</td>
<td>Machine Design....................3</td>
</tr>
<tr>
<td>MECH 220</td>
<td>Engineering Materials*............3</td>
</tr>
<tr>
<td>Program Elective*..........................3</td>
<td></td>
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<tr>
<td>Humanities Elective*..........................3</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>14</strong></td>
</tr>
</tbody>
</table>

* Fulfills writing intensive requirement.

**Program Electives by advisement selected from ACHP, AREA, CONS, MATH, MECH, SOET offerings**

**Student Learning Outcomes** can be found at [www.canton.edu/csoet/mech_eng.html](http://www.canton.edu/csoet/mech_eng.html).

**Additional Graduation Requirements**

Students must have complete the equivalent of one full-time semester hours (12 credit hours) under the direct advisement of the program faculty, in technically specialized courses offered by the program area.
STUDENTS IN THIS MAJOR:

• Make judgments in practice, substantiated with evidence, that integrate nursing science in the provision of safe, quality care and that promote the health of patients within a family and community context.
• Minimize risk of harm to patients and providers through both system effectiveness and individual performance.
• Use information and technology to communicate, manage knowledge, mitigate error, and support decision-making.
• Implement one’s role as a nurse in ways that reflect integrity, responsibility, ethical practices, and an evolving identity as a nurse committed to evidence-based practice, caring, advocacy, and safe, quality care for diverse patients within a family and community context.
• Function effectively within nursing and inter-professional teams, fostering open communication, mutual respect, and shared decision-making to achieve quality patient care.
• Advocate for clients and families in ways that promote their self-determination, integrity, and ongoing growth as human beings.
• Recognize the client or designee as the source of control and full partner in providing compassionate and coordinated care based on respect for client’s preferences, values, and needs.
• Examine the evidence that underlies clinical nursing practice to challenge the status quo, question underlying assumptions, and offer new insights to improve the quality of care for patients, families, and communities.
• Use data to monitor the outcomes of care processes and use improvement methods to design and test changes to continuously improve the quality and safety of health care systems
• Integrate best current evidence with clinical expertise and patient/family preferences and values for delivery of optimal health care.

CAREER OUTLOOK:

• The largest health care occupation
• There is increasing diversity in nursing employment, and projections indicate large numbers of new jobs.

TRANSFER OPPORTUNITIES:

• Graduates have a number of transfer options including: RN-MSN, RN-BSN, and BSN programs. Students may also elect to transfer into the SUNY Canton online RN-BS program.

ACCRREDITATIONS:

• Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326 404-975-5000.
• Registered by the NYS Education Department, Office of the Professions.

ADMISSION REQUIREMENTS:

Admission requirements can be found online at: www.canton.edu/sci_health/nursing/.

–Enrolled students are required to purchase a standardized testing program. A tablet or laptop computer is highly recommended, but not required.
–CPR certification (Health Provider Status) is required prior to admission.

Students will complete clinical experiences in hospitals, long-term care facilities, and community agencies throughout Northern New York. Clinical hours may include day, evenings, and weekends. The college does not provide transportation to clinical.

–The New York State Education Department, Office of the Professions requires persons applying for licensure to answer questions related to criminal convictions and/or professional misconduct.
–Once enrolled in Fundamentals of Nursing (NURS 101), students must complete this Nursing program within four years. For extraordinary situations, permission to complete beyond four years must be granted by the Dean of the School of Science, Health, and Criminal Justice in consultation with the Nursing Department Director.
–Of the four clinical nursing courses (NURS 101, 102, 201, and 202) only one course may be repeated one time.
–A grade of C+ or better is required for successful completion of all nursing courses, and a grade of C or better is required for all co-requisite courses.
–Successful completion of all corequisite courses and a semester GPA of 2.0 or better is required to continue in the program.

Residency Requirement: Students must complete SUNY Canton’s NURS 201, 202, 203, and 204 in order to meet the program’s residency requirements.

PROGRAM REQUIREMENTS:

(Curriculum 0622)

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 101</td>
<td>Fundamentals of Nursing ..........6</td>
</tr>
<tr>
<td>NURS 103</td>
<td>Pharmacology I .................1</td>
</tr>
<tr>
<td>NURS 105</td>
<td>Nursing Seminar .............1</td>
</tr>
<tr>
<td>BIOL 217</td>
<td>Human Anatomy &amp; Physiology I ......4</td>
</tr>
<tr>
<td>ENGL 101</td>
<td>Expository Writing OR</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>Oral and Written Expression ........3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester II</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 104</td>
<td>Pharmacology II ..............1</td>
</tr>
<tr>
<td>NURS 106</td>
<td>Maternal/Child Nursing ..........4.5</td>
</tr>
<tr>
<td>NURS 107</td>
<td>Mental Health Nursing ..........4.5</td>
</tr>
<tr>
<td>BIOL 218</td>
<td>Human Anatomy &amp; Physiology II ....4</td>
</tr>
<tr>
<td>PSYC 101</td>
<td>Introduction to Psychology ........3</td>
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<table>
<thead>
<tr>
<th>Semester III</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 200</td>
<td>Pharmacology III ...........1</td>
</tr>
<tr>
<td>NURS 201</td>
<td>Medical-Surgical Nursing I ...10</td>
</tr>
<tr>
<td>BIOL 209</td>
<td>Microbiology ..........4.4</td>
</tr>
<tr>
<td>PSYC 225</td>
<td>Human Development OR</td>
</tr>
<tr>
<td>PSYC 220</td>
<td>Child Development ........3</td>
</tr>
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<table>
<thead>
<tr>
<th>Semester IV</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 202</td>
<td>Medical-Surgical Nursing IV ...10</td>
</tr>
<tr>
<td>NURS 203</td>
<td>Profes. Issues &amp; Trends in Nursing* ..1</td>
</tr>
<tr>
<td>NURS 204</td>
<td>Pharmacology IV ..........1</td>
</tr>
</tbody>
</table>

* Fulfills writing intensive requirement.
Students in this Major:
- Assist the Physical Therapist in implementing a plan of care, utilizing various physical therapy interventions to promote healing and restore function.
- Develop professional behaviors required to be an effective member of the healthcare team.
- Are eligible to take the National Physical Therapy Examination for the Physical Therapist Assistant after graduation.

Career Opportunities:
- PTA’s work in hospitals, nursing homes, rehabilitative centers, certified home health care agencies, private practices, and schools.

Career Outlook:

Transfer Opportunities:
- Students can continue their studies in the Health and Fitness Promotion B. Tech program. The B. Tech program may assist students in meeting admissions requirements for a graduate or doctoral degree program or to enhance employment opportunities in the health and fitness field.

Accreditation:
- The PTA program at SUNY Canton is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, VA 22314; telephone: 703-706-3245; email: accreditation@apta.org; website: http://www.capteonline.org.

Admission Requirements:
Admission is selective, based on academic credentials. To be considered for admission to the PTA curriculum, a student must possess the following:

- High School applicants: 80 cumulative high school average; a minimum grade of 75 on NYS Regents exams in biology, chemistry, and 2 regents Math courses; Non-New York State high school applicants: Must have an SAT score of 1000 or higher (out of 1600) or an ACT composite score of 21, in addition to meeting out-of-state leveling requirements for all pre-requisite courses.
- Transfer or SUNY Canton applicants: 2.5 cumulative GPA; meet high school requirements or have taken equivalent of Introductory Biology, Introductory Chemistry, and Intermediate Algebra with a minimum grade of C. Successful completion of one semester of Anatomy and Physiology can replace one of the science requirements.
- A student who is below the grade requirement for one of the pre-requisite courses may be considered for admission if they have an SAT score of 1000 or higher (out of 1600) or an ACT composite score of 21, as long as all other areas have been met
- Successful completion of higher level college science and math courses will be given bonus points on the selective admissions rating rubric
- Repeating a pre-requisite course will result in point deductions on the selective admissions rating rubric.
- Applicants are strongly encouraged to submit a personal statement of 300 words or less detailing their reasons for applying to the physical therapist assistant program.
- Review of qualified applicants will begin in early February with ongoing reviews monthly until the enrollment cap of 24 students is reached. The PTA Program Director has the right to make all final admissions decisions at his/her discretion taking into consideration all aspects of the student’s application and academic record.

Students who do not meet the prerequisites may be eligible to enroll in a preparatory curriculum. Completion or admission into a preparatory curriculum does not guarantee admission to the PTA Program.

Program Requirements:
Students are required to independently earn Health Care Provider CPR certification and have an annual health assessment on file with the College and clinical site prior to the start of the first semester.

To progress in the PTA curriculum a minimal grade of “C” in BIOL 217 & BIOL 218 and 75 in all curriculum courses prefixed with PHTA must be achieved.

(Curriculum 0489)

<table>
<thead>
<tr>
<th>Semester I</th>
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<tbody>
<tr>
<td>PHTA 100</td>
<td>Intro. to Physical Therapy ..........2</td>
</tr>
<tr>
<td>PHTA 101</td>
<td>Fund PT Skills &amp; Modalities ..........3</td>
</tr>
<tr>
<td>PHTA 104</td>
<td>Clinical I ..........................1</td>
</tr>
<tr>
<td>BIOL 217</td>
<td>Human Anatomy &amp; Physiology I .......4</td>
</tr>
<tr>
<td>ENGL 101</td>
<td>Expository Writing OR .........2</td>
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<tr>
<td>ENGL 102</td>
<td>Oral and Written Expression .........3</td>
</tr>
<tr>
<td>PSYC 101</td>
<td>Introductory Psychology .............3</td>
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<thead>
<tr>
<th>Semester II</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>PHTA 102</td>
<td>Kinesiology ........................3</td>
</tr>
<tr>
<td>PHTA 103</td>
<td>Musculoskeletal Pathologies .......4</td>
</tr>
<tr>
<td>PHTA 105</td>
<td>Musculoskeletal Assessment Techniques ..................2</td>
</tr>
<tr>
<td>PHTA 106</td>
<td>Clinical I ..........................1</td>
</tr>
<tr>
<td>BIOL 218</td>
<td>Human Anatomy &amp; Physiology II ......4</td>
</tr>
<tr>
<td>PSYC 225</td>
<td>Human Development ..................3</td>
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<thead>
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<th>Semester III</th>
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<tbody>
<tr>
<td>PHTA 203</td>
<td>PTA Seminar I * ........................2</td>
</tr>
<tr>
<td>PHTA 204</td>
<td>Cardiopulmonary &amp; Integumentary Pathologies ............4</td>
</tr>
<tr>
<td>PHTA 205</td>
<td>Neuromuscular Pathologies ...........4</td>
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<tr>
<td>PHTA 206</td>
<td>Advanced PT Modalities ................2</td>
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<tr>
<td>PSJC 225</td>
<td>Liberal Arts Elective ................3</td>
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<table>
<thead>
<tr>
<th>Semester IV</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHTA 207</td>
<td>** Clinical III ........................7</td>
</tr>
<tr>
<td>PHTA 209</td>
<td>** Clinical IV ........................7</td>
</tr>
<tr>
<td>PHTA 210</td>
<td>PTA Seminar II ........................2</td>
</tr>
</tbody>
</table>

* Fulfills writing intensive requirement.
** Students must be prepared to work 40 hours per week and are responsible for their own transportation, meals, and housing as needed.

Student Learning Outcomes can be found at www.canton.edu/sci_health/pta/.

- Students may be required to submit to a drug screen and/or a criminal background check as part of clinical education requirements.
- The NYS Education Department Office of the Professions requires persons applying for licensure to answer questions related to conviction of a crime or professional misconduct.

Residency Requirement: Students must be matriculated in the curriculum for at least 15 hours of graded coursework. At least 12 of these credits must be prefixed with PHTA. The Program Director will determine the 12 credit requirement following a review of the student’s academic transcript.
Veterinary Science Technology—AAS

STUDENTS IN THIS MAJOR:
• Work with companion animals, farm animals and common laboratory animals.
• Gain hands-on experience in small laboratory sections.
• Will be eligible to take the Veterinary Technician National Licensing Examination (VTNE) upon graduation.
• Will be eligible to take the certification examination of the American Association of Laboratory Animal Science after six months of laboratory employment.
• Perform a 240 hour Preceptorship

CAREER OPPORTUNITIES:
Veterinary technicians provide professional technical support to veterinarians, biomedical researchers, and other animal care specialists. Technicians may work in:
• Clinical Practice
• Animal Shelters
• Diagnostic Laboratories
• Educational Institutions
• Pharmaceutical and Research Industry
• Veterinary Supply and Equipment Sales
• Zoo/Wildlife Medicine
• State and Federal Agencies
• Farms & Stables

CAREER OUTLOOK:
• Veterinary Technician has been listed as one of Money Magazine’s “Top 10 Fastest Growing Career Fields.”
• At the present time, there is a serious shortage of veterinary technicians throughout the country.

TRANSFER OPPORTUNITIES:
• Articulation agreement with Cornell College of Agriculture and Life Sciences undergraduate program in Animal Science for any student graduating with a 3.0 average and possessing the required prerequisite courses.
• Articulation agreement with Mercy College.
• SUNY Canton (Veterinary Services Administration, BBA)

TIME TO COMPLETE THE PROGRAM:
Once enrolled in Fundamental Veterinary Nursing Skills I (VSCT 101), students must complete the Veterinary Science program within four years. For extraordinary situations, permission to complete the Veterinary Science program beyond four years may be granted by the Dean of the School of Science, Health and Criminal Justice in consultation with the Veterinary Science Program Director.

ACCREDITATION:
• Full Accreditation—AVMA, 1931 N Meacham Rd., Suite 100, Schaumburg, IL 60173-4360, 847-925-8070

ADMISSION REQUIREMENTS:
Admission is selective and based on academic credentials. To be considered for admission, please refer to the requirements posted on our webpage at: www.canton.edu/sci_health/vet/description.html

The pre-exposure rabies vaccine is required in the program. This is administered in a series of three vaccinations and must be completed prior to performing the first 120 hr preceptorship that is required in the program.

PROGRAM REQUIREMENTS:
(Curriculum 0521)

Semester I Credits
VSCT 101 Fundamental Vet. Nursing Skills I ........2
VSCT 103 Intro. to Animal Agriculture ..........2
BIOL 150 College Biology I ..................4
CHEM 150 College Chemistry I .................4
ENGL 101 Expository Writing OR
ENGL 102 Oral and Written Expression ........3
FYEP 101 First Year Experience ..........1
...................................................16

Semester II
VSCT 104 Veterinary Office Practices ..........1
VSCT 112 Veterinary Clinical Pathology I .......3
VSCT 114 Animal Anatomy & Physiology .....3
VSCT 115 Fundamental Vet. Nursing Skills II ..2
VSCT 212 Research Animal Techniques .........1

VSCT 201 Veterinary Technology Preceptorship I ..........1
BIOL 209 Microbiology ..................4
Liberal Arts Elective
(GER 1, 4, 5, 6, 7, 8, 9) ........3

Semester III
VSCT 202 Veterinary Clinical Pathology II .......3
VSCT 203 Small Animal Medicine & Therapeutic Techniques ........3
VSCT 204 Large Animal Medicine & Therapeutic Techniques .......2
VSCT 205 Radiographic Techniques ............2
VSCT 206 Anesthetic Principles ...............3
VSCT 207 Health & Disease of Farm Animals ...3
VSCT 209 Veterinary Technology Preceptorship II ........1

Semester IV
VSCT 210 Veterinary Microbiology ..........3
VSCT 211 Animal Hospital Practices and Procedures ".................3
VSCT 213 Practical Nutrition .................2
VSCT 214 Veterinary Pharmacology ..........2
PSYC 101 Introductory Psychology ...........3

* Fulfills writing intensive requirement.
– Of the courses with the VSCT prefix, any course may only be repeated one time.
– Students are required to earn a C or better in all specified curriculum courses prefixed with VSCT in order to progress in the program.
– The NYS Education Department Office of the Professions requires persons applying for licensure to answer questions related to a conviction of a crime or professional misconduct.

Student Learning Outcomes can be found at www.canton.edu/sci_health/vet_tech/.

Residency Requirement: In order to graduate from the Veterinary Science Technology program, students must successfully complete SUNY Canton’s VSCT 211 and at least 9 other hours of graded course work with a VSCT prefix in order to residency requirement.
Air Conditioning Maintenance & Repair—Certificate

Students In This Certificate Program:

• Gain the skills to begin a career in refrigeration and air conditioning service.
• Install and service refrigeration and air conditioning equipment for residential and commercial buildings.
• Get hands-on experience in well-equipped, small laboratory sections.
• Receive one-on-one instruction from faculty who have experience in the field.

Career Opportunities:

• Refrigeration and Air Conditioning Contractor
• Manufacturer Representative
• Plant Maintenance Technician
• Appliance Repair Technician

Career Outlook:

• The construction industry continues to exhibit a demand for skilled HVAC technicians.

Recent Employers Of SUNY Canton Graduates:

• Refrigeration and air conditioning supply houses
• Hardware stores
• Farm supply and equipment dealers (Bulktanks, etc.)
• Fuel companies
• Contractors

Transfer Opportunities:

• SUNY Canton—AAS degree programs and other certificate programs.
• Other SUNY Technology Colleges’ AAS programs.

Admission Requirements:

• Students are expected to have demonstrated academic success in high school and/or prior college experience.

Students completing two one-year Certificate programs in the Canino School of Engineering Technology can graduate with two Certificates and an Associate in Applied Science degree by completing the requirements of the Individual Studies (Eng) AAS program while pursuing the second technical certificate.

Program Requirements:

(Curriculum 1387)

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACHP 103</td>
<td>Refrigeration &amp; Air Conditioning Service I .................................7</td>
</tr>
<tr>
<td>MATH 101</td>
<td>Applied College Mathematics .................................3</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>Oral and Written Expression ................................................3</td>
</tr>
<tr>
<td>CONS 151</td>
<td>Building Trades Blueprint Reading &amp; Drafting ...............................2</td>
</tr>
<tr>
<td>SOET 101</td>
<td>Intro to Computer Usage for Technicians .................................1</td>
</tr>
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<td></td>
<td>Total: 16</td>
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<table>
<thead>
<tr>
<th>Semester II</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACHP 104</td>
<td>Refrigeration &amp; Air Conditioning Service II ..............................7</td>
</tr>
<tr>
<td>ACHP 105</td>
<td>Refrigeration System Design ................................................2</td>
</tr>
<tr>
<td></td>
<td>General Electives (by advisement) ........................................6</td>
</tr>
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<td></td>
<td>Total: 15</td>
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</table>

* Mathematics level depends on previous preparation. Students who are unprepared to enter Applied College mathematics will be first required to satisfactorily complete MATH 099 Foundation of Applied College Mathematics.

Student Learning Outcomes can be found at www.canton.edu/coet/refrig.html.

Those graduates who show sufficient interest and aptitude may qualify for entry into one of the associate degree programs.
The Electrical Construction & Maintenance (EC & M) program prepares students to work in building trades with the installation and testing of electrical power distribution and an emphasis placed on residential construction applications. Students are also introduced to commercial applications and building codes. At the successful completion of this one-year program, students will earn the EC&M certificate.

**Recent Employers Of SUNY Canton Graduates:**
- International Brotherhood of Electrical Workers
- Niagara Mohawk Power Corporation
- Novelis
- Smith Building Supply
- NYSEG
- S & L Electric

**Transfer Opportunities:**
- Approximately 50% of EC&M graduates choose to pursue further education full time at:
  - SUNY Canton—AAS degree programs and other certificate programs
  - Rochester Institute of Technology
  - SUNY Utica/Rome, Oswego

Students completing two one-year Certificate programs in the Canino School of Engineering Technology can graduate with two Certificates and an Associate in Applied Science degree by completing the requirements of the Individual Studies (Eng) AAS program while pursuing the second technical certificate.

**Student Learning Outcomes** can be found at www.canton.edu/csoet/ecm.html. Those graduates who show sufficient interest and aptitude may qualify for entry into one of the associate degree programs.

**ADMISSION REQUIREMENTS:**
- Students are expected to have demonstrated academic success in high school and/or prior college experience.

**Program Requirements:**

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ELEC 171</td>
<td>7</td>
</tr>
<tr>
<td>Intro. to Nat. Electrical Code</td>
<td>3</td>
</tr>
<tr>
<td>MATH 101</td>
<td>3</td>
</tr>
<tr>
<td>Intro Computer Usage for Technicians</td>
<td>1</td>
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</table>

<table>
<thead>
<tr>
<th>Semester II</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ELEC 172</td>
<td>7</td>
</tr>
<tr>
<td>English (Writing)</td>
<td>3</td>
</tr>
<tr>
<td>Sci/Tech Elective</td>
<td>3</td>
</tr>
<tr>
<td>General Elective</td>
<td>3</td>
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</tbody>
</table>

*Mathematics levels depend on previous preparation. Students who are unprepared to enter MATH 101 will be required to first complete MATH 099 Foundation of Applied College Mathematics.

**Additional Graduation Requirements**
- While at SUNY Canton students must have completed course ELEC 172 and earn a minimum GPA of 1.75.
The Heating & Plumbing Service (H&PS) program prepares students to work in the building trades with the installation, maintenance, and repair of plumbing equipment, furnaces and boilers. Emphasis is placed on residential installation and maintenance, but students are introduced to commercial applications as well. At the successful completion of this one-year program, students earn the H&PS certificate.

**Students In This Certificate Program:**
- Learn how to install and service plumbing and heating equipment for residential and commercial buildings.
- Obtain hands-on experience in well-equipped, small laboratory sections.
- Utilize laboratories and equipment in the Air Conditioning Engineering Technology program.

**Career Opportunities:**
- Plumbing and heating contractors and supply houses
- Hardware stores
- Farm supply stores
- Fuel companies
- Plant maintenance

**Career Outlook:**
- The construction industry continues to exhibit a demand for skilled heating and plumbing technicians.

**Recent Employers Of SUNY Canton Graduates:**
- Central New York Trane
- Self employed
- Hulbert Brothers
- Griffith Oil Co.
- Armani

**Transfer Opportunities:**
- SUNY Canton—AAS degree programs and other certificate programs
- AAS degree programs at other colleges of technology

Students completing two one-year Certificate programs in the Canino School of Engineering Technology can graduate with two Certificates and an Associate in Applied Science degree by completing the requirements of the Individual Studies (Eng) AAS program while pursuing the second technical certificate.

**Admission Requirements:**
- Students are expected to have demonstrated academic success in high school and/or prior college experience.

**Program Requirements:**

*(Curriculum 1949)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CONS 151 Bldg Trades-Blueprint Reading &amp; Drafting</td>
<td>2</td>
</tr>
<tr>
<td>ACHP 171 Heating &amp; Plumbing Principles and Practice I</td>
<td>7</td>
</tr>
<tr>
<td>English (Writing)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 101 Applied College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>SOET 101 Intro to Computer Usage for Technicians</td>
<td>1</td>
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<tr>
<td><em>16</em></td>
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Semester II

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<tr>
<th>Credits</th>
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<tbody>
<tr>
<td>ACHP 105 Refrigeration System Design</td>
</tr>
<tr>
<td>ACHP 172 Heating &amp; Plumbing Principles and Practice II</td>
</tr>
<tr>
<td>General Electives</td>
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Mathematics level depends on previous preparation; students are advised to continue mathematics coursework in both semester.

Students who are unprepared to enter MATH 101 must first satisfactorily complete MATH 099 Foundation of Applied College Mathematics.

Student Learning Outcomes can be found at www.canton.edu/csoet/heating.html.
Powersports Performance and Repair—Certificate

Students completing the Powersports Certificate program are well prepared to commence a career in the service of motorcycles, ATVs, snowmobiles and watercraft. SUNY Canton’s unique program continues to place graduates with manufacturers and dealers alike. This program is well suited for individuals who like to work with their hands, enjoy recreational power equipment, and desire the knowledge to service state-of-art engine technologies. At the successful completion of this one-year program, students will earn the Powersports certificate.

Students In This Certificate Program:

• Receive a world-class education in the power sports industry.
• Experience the latest technology in an electronics-based curriculum.
• Gain hands-on experience in well-equipped laboratories.
• Have access to obtaining Polaris/Victory service certifications.
• Continue to enjoy 100% placement in the workforce.

Career Opportunities:

• Power Sports Service Technician
• Service Manager
• Service Advisor
• Industrial Research and Development
• Machine Shop Technician
• Parts Manager/Owner
• Technical Representative
• Maintenance Technician
• Marine Maintenance Technician

Career Outlook:

• The power sports industry is one of the fastest growing fields in the service industry.
• With the impact of electronic engine management, coupled with the new clean air amendments effective 2007, the need for competent, educated technicians in this field is higher than ever.
• Career opportunities are expected to grow rapidly for those who are familiar with current technologies.

Recent Employers Of SUNY Canton Graduates:

• Polaris/Victory
• Retail Manufacturers
• Federal Government
• Dealerships

Transfer Opportunities:

• SUNY Canton Automotive Program
• SUNY IT and SUNY Oswego
• Rochester Institute of Technology
• Indiana State University
• Weber State College (Utah)

Students completing two one-year Certificate programs in the Canino School of Engineering Technology can graduate with two Certificates and an Associate in Applied Science degree by completing the requirements of the Individual Studies (Eng) AAS program while pursuing the second technical certificate.

Admission Requirements:

• Students are expected to have demonstrated academic success in high school and/or prior college experience.

Program Requirements:

(Curriculum 1632)

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<thead>
<tr>
<th>Semester I</th>
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</tr>
</thead>
<tbody>
<tr>
<td>MSPT 101 Motorsports Service</td>
<td>3</td>
</tr>
<tr>
<td>MSPT 130 Marine Propulsion Systems</td>
<td>2</td>
</tr>
<tr>
<td>AUTO 112 Auto. Electrical Systems</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 122 Auto. Electrical Systems Lab</td>
<td>1</td>
</tr>
<tr>
<td>MATH 101 Applied College Mathematics*</td>
<td>3</td>
</tr>
<tr>
<td>English</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td>15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester II</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSPT 110 Engine and Power Transmission Service</td>
<td>4</td>
</tr>
<tr>
<td>MSPT 120 Frame and Suspension Systems</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 113 Engine Performance I</td>
<td>3</td>
</tr>
<tr>
<td>AUTO 114 Engine Performance I Lab</td>
<td>1</td>
</tr>
<tr>
<td>General Elective</td>
<td>3</td>
</tr>
<tr>
<td>Humanities OR Social Science Elective</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td>17</td>
</tr>
</tbody>
</table>

Student Learning Outcomes can be found at www.canton.edu/csoet/powersports/.

Additional Graduation Requirements:

• While at SUNY Canton, students must complete Motorsports Service (MSPT 110) and Frame and Suspension Systems (MSPT 120), earning a minimum GPA of 2.00 for these two courses.
• Students who are unprepared to enter Applied College Mathematics (MATH 101) must first satisfactorily complete Fundamentals of Applied Mathematics (MATH 099).
The SUNY Canton Practical Nursing Certificate program is based upon the beliefs that:

- Nursing care is based on a conceptual framework that is meaningful, logical, and relevant. Throughout an individual’s life cycle, there is varying needs that must be met in order to maintain stability. As an evolving being, one is influenced by biological, cultural, psychological, and social factors. When needs are threatened by the internal or external environment, the individual interacts with the environment to restore balance. As an integral part of the health care delivery system nursing focuses on promoting, maintaining, and restoring balance on the health-illness continuum. The goal of nursing is to meet or assist with meeting biopsychosocial needs.

**Students In This Certificate Program:**

- Appraise the care provided to clients with stable and predictable conditions.
- Analyze patient disorders and nursing care utilizing current evidence based practice.
- Demonstrate developmentally appropriate, respectful and effective therapeutic communication skills.
- Interpret clinical scenarios and situations that fall outside of the PN scope of practice.
- Demonstrate, proper technique with nursing skills, use of patient care equipment and technology in a cost effective manner.
- Examine patient environmental factors, family support, and resources that may affect a patient’s health status.
- Demonstrate accountability for legal, ethical and regulatory parameters within the scope of practice of the practical nurse.
- Operate effectively within multidisciplinary teams, fostering open communication, mutual respect, and shared decision-making to provide comprehensive patient centered care.
- Collect data and health histories for individuals using standardized tools in an organized pattern, thereby contributing to nursing care plan.
- Demonstrate caring behaviors toward clients and his/her significant others, thereby assisting coping with stressful events and changes in health status.
- Implement standardized teaching tools to promote and maintain health and to reduce risks for clients experiencing common altered health states in the hospital and extended care facilities.
- Analyze self-performance and peer performance through the processes of observation, reflection, and peer-to-peer teaching.

**Career Opportunities:**

- Long-term care
- Clinic settings
- Physician Offices
- Hospice
- Community Health
- Mental Health

**Admission Requirements:**

Admission requirements can be found online at: www.canton.edu/sci_health/practical.html

**Program Requirements:**

*(Curriculum 0938)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LPNC 100</td>
<td>Drug Dosage Calc. &amp; Pharm.........3</td>
</tr>
<tr>
<td>LPNC 101</td>
<td>PN Fundamentals ...................8</td>
</tr>
<tr>
<td>BIOL 217</td>
<td>Human Anatomy &amp; Physiology I .....4</td>
</tr>
<tr>
<td>ENGL 101</td>
<td>Expository Writing OR</td>
</tr>
<tr>
<td>ENGL 102</td>
<td>Oral and Written Expression ......3</td>
</tr>
<tr>
<td></td>
<td>18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester II</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LPNC 102</td>
<td>PN Specialty Populations.........3</td>
</tr>
<tr>
<td>LPNC 103</td>
<td>PN Medical-Surgical ............8</td>
</tr>
<tr>
<td>BIOL 218</td>
<td>Human Anatomy &amp; Physiology II...4</td>
</tr>
<tr>
<td>PSYC 101</td>
<td>Introduction to Psychology ......3</td>
</tr>
<tr>
<td></td>
<td>18</td>
</tr>
</tbody>
</table>

- Enrolled students are required to purchase a standardized testing program. A tablet or laptop computer is highly recommended, but not required.
- Students must complete all LPNC and corequisite courses with a minimal grade of C+ in order to graduate.
- CPR certification (Health Provider Status) is required prior to admission and throughout the program.
- Students will complete clinical experiences in hospitals, long-term care facilities, and community agencies throughout Northern New York. Clinical hours may include day, evening, and weekend hours. The college does not provide transportation to clinical sites.
- Of the two clinical practical nursing courses (LPNC 101, LPNC 103), only one may be repeated one time.
- Successful completion of all corequisite courses with a C or better and a semester GPA of 2.0 or better is required to continue in the program.

Student Learning Outcomes can be found at www.canton.edu/sci_health/practical.html.
A minor is a course sequence within an area of study providing a degree of specialization within that area, a specialty within a discipline, or a specialty integrating several disciplines. Minors will contain a balance of introductory and advanced coursework. Minors are designed to be completed within the same time frame allowed for the completion of the baccalaureate degree. A minor must be declared while the student has at least 45 credit hours left to enroll in before qualifying for graduation. After matriculating in a program, students wishing to obtain a minor shall contact the coordinator of the minor to initiate the process. A minor will consist of a minimum of 18 credit hours, at least 9 of which will be upper division courses; a minimum of 12 credit hours of a minor must be completed in courses offered at SUNY Canton. At least 9 credit hours must not be required courses in the student’s major program.

**ACCOUNTING**

The minor is available to any SUNY Canton student interested in the accounting field. This is an opportunity for students to earn a minor in accounting, regardless of their undergraduate major, and give them the basic undergraduate courses necessary to sit for the CPA exam and complete a MS in Accounting. It allows accounting transfers from community colleges to earn the minor in Accounting, complete a baccalaureate degree, and then enroll in the MS in Accounting.

**MINOR REQUIREMENTS:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 301</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 302</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 306</td>
<td>3</td>
</tr>
</tbody>
</table>

**SELECT THREE COURSES**

Auditing and Individual Taxation are required for the CPA exam and Advanced Accounting is recommended.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 245</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 310</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 335</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 430</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 440</td>
<td>3</td>
</tr>
<tr>
<td>BSAD 305</td>
<td>3</td>
</tr>
<tr>
<td>BSAD 365</td>
<td>3</td>
</tr>
</tbody>
</table>

**AGING IN SOCIETY**

People are living longer, and the number of older persons is increasing. These trends are evident in American society, as well as in many countries around the world. In the U.S., life expectancy has increased, from approximately 45 years of age in 1900 to more than 75 years now. At the beginning of the 21st century, one in eight people in the U.S. was over 65. And the age group growing fastest in our society and in many other countries is the “very old,” people aged 85 and over.

This growth in our elderly population will continue into the future. By the middle of the 21st century, one in five Americans will be over 65, and there will be 15 to 18 million persons over the age of 85. These growth trends will result in a demand for both citizens and professionals with knowledge and expertise in the subject of aging. The area of Social Gerontology will offer expanded career opportunities for the disciplines and professions who will serve our older population (The Association for Gerontology in Higher Education, 2014).

**MINOR REQUIREMENTS:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HLTH 104 Introduction to Gerontology</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 101 Introduction to Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

**SELECT FOUR COURSES**

Only one additional 100 level course can be chosen; three must be upper level

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSAD 307 Human Responses to Death</td>
<td>3</td>
</tr>
<tr>
<td>HEFI 202 Health and Wellness Across the Lifespan</td>
<td>3</td>
</tr>
<tr>
<td>HLTH 103 Health Current Perspectives and Practical Applications</td>
<td>3</td>
</tr>
<tr>
<td>HLTH 212 Happiness, Health and Wellbeing</td>
<td>3</td>
</tr>
<tr>
<td>GRST 201 Introduction to Gender Studies</td>
<td>3</td>
</tr>
<tr>
<td>HUSV 201 Introduction to Human Services</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 225 Human Development</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 105 American Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 210 Sociology of the Family</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 313 Women and Ageing</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 320 Sociology of Health, Illness and Health Care</td>
<td>3</td>
</tr>
<tr>
<td>SOCI 330 Sociology of Gendered Lives</td>
<td>3</td>
</tr>
<tr>
<td>SSCI 315 Death, Dying and Bereavement</td>
<td>3</td>
</tr>
</tbody>
</table>

**APPLIED PHYSICS**

The Applied Physics Minor is an excellent way for students to broaden their knowledge of physics and the world around them. Students build a secondary area of expertise in support of their major discipline. This minor is applicable to all students; it is of particular interest to students majoring in science and engineering technology programs. The minor provides courses that emphasize applications of physics with hands-on projects.

**MINOR REQUIREMENTS:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 121</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 131</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 122</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 132</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 202</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 301</td>
<td>3</td>
</tr>
</tbody>
</table>

**SELECT TWO COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHYS 330 Intro to Classical Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 340 Electromagnetism</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 410 Solid State Science</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 420 Intro to Quantum Mechanics</td>
<td>3</td>
</tr>
<tr>
<td>AREA 320 Experimentation and Measurement Lab I</td>
<td>3</td>
</tr>
<tr>
<td>MECH 343 Thermodynamics</td>
<td>3</td>
</tr>
</tbody>
</table>

**CORRECTIONS**

This minor will provide students, particularly those in the bachelor degree programs in Criminal Justice and Legal Studies, an opportunity to show a focus in Corrections studies on their transcript.

**MINOR REQUIREMENTS:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>JUST 105</td>
<td>3</td>
</tr>
<tr>
<td>JUST 211</td>
<td>3</td>
</tr>
<tr>
<td>JUST 215</td>
<td>3</td>
</tr>
</tbody>
</table>
Academic Minors

ECONOMICS

The Economics minor is applicable to all students who would like to broaden their knowledge of economics. It is a common minor for students majoring in business, management and finance. It provides students with analytical and problem-solving skills in applied economics fields such as economic development, economics of crime, environmental economics, financial economics, global economy, health economics, labor economics, managerial economics, public economics, and other areas. Six courses (18 credits) must include ECON 101, ECON 103, ECON 314, and ECON 315.

MINOR REQUIREMENTS:

- ECON 101 Principles of Macroeconomics……..3
- ECON 103 Principles of Microeconomics……..3
- ECON 314 Managerial Economics………………3
- ECON 315 Global Economy……………………..3

SELECT TWO COURSES

Any course with an ECON designation may be used as an optional course in the minor. For students not in Finance, Principles of Banking and/or Global Finance, may be used as optional course(s) in the minor. At least one optional course must be at the upper level.

ENVIRONMENTAL TECHNOLOGY

As global awareness of environmental issues increases, the environmental sector has emerged as a leading discipline in the science and engineering fields. As the environmental market continues to grow, so does the demand for trained environmental engineers, environmental engineering technicians, and environmental scientists. The Environmental Technology minor is designed for students in complimentary disciplines to diversify their background, providing them with knowledge and skills in areas related to air, water, and soil. A minor in Environmental Technology provides students with a more in-depth understanding of environmental related standards and regulations, resource management, water and soil resources, characterization and treatment of water and soil, and field/lab techniques. The Environmental Technology minor provides a way for students to formally demonstrate competency in these areas and will make them competitive and highly sought after in today's market.

MINOR REQUIREMENTS:

A minimum of 19 credit hours is needed to complete the minor in Environmental Technology as follows:

Core Requirements

- CONS 285 Engineering Geology OR
- ESCL 107 Earth Science OR………………..4
- GEOL 103* Physical Geology………………..3

ELECTIVE COURSES

- CONS 101 Elementary Surveying………………4
- CONS 314 Soil Mechanics……………………3
- CONS 350 Intro to GIS OR ……………………3
- GEOL 340* Geographic Information Systems….4
- CONS 385 Hydrology and Hydrogeology……4
- CONS 386 Water Quality……………………..4
- CONS 387 Water and Wastewater Treatment….3
- CONS 388 Environmental Law………………..2
- CONS 485 Solid Waste Management…………3
- CONS 486 Soil and Groundwater Remediation..3
- CONS 487 Water Resources, Management, and
  Design……………………………………………3

Future courses developed by SUNY Canton’s Civil and Environmental Technology program or other related courses - will require approval by minor coordinator at SUNY Canton
*Course offered at SUNY Potsdam, through the Department of Geology

FINANCE

The Finance minor will complement the skills the student gains in his or her major discipline by providing a study of financial theory and practice associated with the allocation of financial resources in a business environment. This minor shall consist of a minor of 18 credit hours, at least half of which shall be upper division courses. A minimum of 12 credit hours of the minor must be completed in courses offered at SUNY Canton. At least 9 credit hours must not be required courses in the student’s major program.

MINOR REQUIREMENTS:

- ACCT 101 Foundations of Financial Acct. ……..3
- FSMA 210 Introduction to Finance……………….3
- FSMA 312 Financial Management……………….3
- FSMA 315 Global Investment…………………….3

SELECT TWO ELECTIVES

(one elective must be a 400 upper level course)

- BSAD 120 Principles of Banking………………..3
- ECON 314 Managerial Economics……………….3
- BSAD 315 Financial Statement Analysis………….3
- ECON 315 Global Economy…………………..3
- FSMA 325 Financial Compliance and
  Regulations………………………………………..3
- FSMA 415 Global Finance……………………..3
- FSMA 420 Financial Derivatives…………………..3
- FSMA 422 Risk Management……………………3

FRAUD EXAMINATION

The Fraud Examination Minor is attractive to students who wish to pursue a career in civil or criminal fraud investigation and white-collar crime investigations in the public or private sector. This minor provides students, particularly those in baccalaureate degree programs in Management, Finance, Legal Studies, Criminal Investigations and Criminal Justice: Law Enforcement Leadership, an opportunity to develop a degree concentration in fraud examination. A minimum of 12 credit hours of the minor must be completed in courses offered at SUNY Canton. At least 9 credit hours must not be required courses in the student’s major program.

MINOR REQUIREMENTS:

- ACCT 245 Forensic Accounting……………..3
- JUST 110 Criminal Law……………………..3
- JUST 485 Fraud Exam. and Investigation……..3

SELECT THREE COURSES:

- ACCT 430 Auditing…………………………..3

109
GENDER STUDIES

The Gender Studies Minor is committed to broadening women’s and men’s knowledge and awareness of issues concerning or related to gender. From an interdisciplinary approach, the minor provides a variety of courses that emphasize the gender experience from both national and global perspectives.

MINOR REQUIREMENTS:

- GRST 201 Intro to Gender Studies .................3

SELECT FIVE COURSES

(Three must be Upper Level -300 or higher)

- ENGL 304 LGBTQ Lives and Literature ..........3
- ENGL 340 American Women Writers .............3
- HIST 204 U.S. Immigration History: Race, Class and Gender ..........3
- HIST 304 U.S. Women’s History .................3
- SOCI 200 Sociology of the Family ..........3
- SOCI 210 Race and Ethnic Relations .........3
- SOCI 305 Gender in the Media ..........3
- SOCI 313 Women and Aging ..........3
- SOCI 330 Sociology of Gendered Lives ..........3

HOMELAND SECURITY

The Homeland Security Minor is most appropriate for students in public safety disciplines wishing to enhance their credentials in this important and growing area of study. Students in health, engineering technologies, legal studies, or business may also benefit from this minor. The course of study provides a survey of the issues in Homeland Security through the lens of the history of terrorism with applied courses supporting theoretical study in the discipline. While the focus of study is the responsibility of law enforcement in Homeland Security, other disciplines will find the topics interesting and timely.

MINOR REQUIREMENTS:

- JUST 101 Intro to Criminal Justice OR ...............3
- LEST 101 The American Legal System ........3
- JUST 303 Investigative Interviewing OR ...........3
- JUST 326 Threats to Homeland Security ..........3
- JUST 355 Public Safety Critical Incident Response ........................................3
- LEST 375 Law of Immigration & Border Control........................................3

LEGAL STUDIES

A minor in Legal Studies will help students to reap the benefits and avoid the pitfalls of the law as it may apply to their chosen major.

MINOR REQUIREMENTS:

- LEST 340 Constitutional Law .................3

SELECT THREE ELECTIVES

(Two must be Upper Level -300 or higher)

- BSAD 202 Business Law II ..........................3
- LEST 221 Criminal Practice ..........................3
- LEST 320 Negligence and Intentional Torts ........3
- LEST 350 Civil Litigation ..........................3
- LEST 360 Family Law ................................3
- LEST 370 Real Property ................................3
- LEST 375 Immigration Law and Border Control ..................3
- LEST 380 Wills, Estates and Trusts .................3
- LEST 388 Environmental Law ..........................3
- LEST 410 American Indian Law and Fed. Policy ........3

LEGAL STUDIES

A minor in Legal Studies will help students to reap the benefits and avoid the pitfalls of the law as it may apply to their chosen major.

MINOR REQUIREMENTS:

- BSAD 202 Business Law II ..........................3
- LEST 221 Criminal Practice ..........................3
- LEST 320 Negligence and Intentional Torts ........3
- LEST 350 Civil Litigation ..........................3
- LEST 360 Family Law ................................3
- LEST 370 Real Property ................................3
- LEST 375 Immigration Law and Border Control ..................3
- LEST 380 Wills, Estates and Trusts .................3
- LEST 388 Environmental Law ..........................3
- LEST 410 American Indian Law and Fed. Policy ........3

MARKETING MANAGEMENT

The Marketing Management Minor provides a path for students who wish to expand and enhance their marketing skill-set. The areas of focus include: advertising and promotion, consumer behavior, retail management, and sales. Students have the opportunity to customize their minor by selecting two elective courses. The Marketing Management Minor may be paired with any bachelor degree program offered at SUNY Canton, though it is best suited for business and sports management majors. Students are encouraged to enroll in the minor as early as possible to ensure efficient pairing of the Marketing Management Minor with their respective major.
Academic Minors

MINOR REQUIREMENTS:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSAD 203</td>
<td>Marketing</td>
</tr>
<tr>
<td>BSAD 220</td>
<td>Principles of Retailing</td>
</tr>
<tr>
<td>BSAD 222</td>
<td>Principles of Selling</td>
</tr>
<tr>
<td>BSAD 322</td>
<td>Advertising and Promotion</td>
</tr>
<tr>
<td>BSAD 325</td>
<td>Consumer Behavior</td>
</tr>
<tr>
<td>SPMT 307</td>
<td>Sports Marketing</td>
</tr>
<tr>
<td>BSAD 372</td>
<td>E-Commerce</td>
</tr>
<tr>
<td>BSAD 411</td>
<td>Marketing Research</td>
</tr>
<tr>
<td>BSAD 425</td>
<td>New Product Marketing</td>
</tr>
<tr>
<td>SPMT 307</td>
<td>Sports Marketing</td>
</tr>
<tr>
<td>SPMT 308</td>
<td>Sports Event Management</td>
</tr>
<tr>
<td>SPMT 411</td>
<td>Sports Public Relations</td>
</tr>
</tbody>
</table>

ELECTIVE COURSES (select two courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSAD 330</td>
<td>Sales Force Management</td>
</tr>
<tr>
<td>SPMT 307</td>
<td>Sports Marketing</td>
</tr>
<tr>
<td>BSAD 372</td>
<td>E-Commerce</td>
</tr>
<tr>
<td>BSAD 384</td>
<td>Sports Event Management</td>
</tr>
</tbody>
</table>

MINOR REQUIREMENTS:

A minimum of 20 credit hours is needed to complete the minor in Mathematics as follows:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 161</td>
<td>Calculus I, 4</td>
</tr>
<tr>
<td>MATH 162</td>
<td>Calculus II</td>
</tr>
<tr>
<td>MATH 141</td>
<td>Statistics</td>
</tr>
</tbody>
</table>

SELECT THREE COURSES
(at least 2 must be MATH designated)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 341</td>
<td>Statistics II</td>
</tr>
<tr>
<td>MATH 263</td>
<td>Calculus III</td>
</tr>
<tr>
<td>MATH 264</td>
<td>Differential Equations</td>
</tr>
<tr>
<td>MATH 361</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MATH 351</td>
<td>Discrete Mathematics</td>
</tr>
<tr>
<td>MATH 371</td>
<td>Graph Theory</td>
</tr>
</tbody>
</table>

*Business, computer, engineering, physics courses in which mathematics plays a significant role may be selected with approval by the mathematics department

VETERINARY SERVICES ADMINISTRATION

The Veterinary Services Administration Minor provides students with an interest in Business and/or Veterinary Technology with a background in Business and Accounting, then turns the focus to Veterinary Management specifically. This Minor allows students with the desire to manage a veterinary clinic or other animal care facility to prepare themselves to undertake a position in this area of management.

MINOR REQUIREMENTS:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 101</td>
<td>Foundation of Financial Accounting</td>
</tr>
<tr>
<td>BSAD 201</td>
<td>Business Law I</td>
</tr>
<tr>
<td>BSAD 310</td>
<td>Human Resource Management</td>
</tr>
<tr>
<td>VSCT 301</td>
<td>Veterinary Practice Management</td>
</tr>
<tr>
<td>VSCT 302</td>
<td>Animal Care Institution</td>
</tr>
<tr>
<td>VSCT 402</td>
<td>Veterinary Business &amp; Financial Management</td>
</tr>
</tbody>
</table>

VISUAL COMMUNICATION/NEW MEDIA

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GMMD 102</td>
<td>Introduction to Design</td>
</tr>
<tr>
<td>GMMD 330</td>
<td>Web Design and Development</td>
</tr>
<tr>
<td>GMMD 409</td>
<td>Issues in New Media Journalism</td>
</tr>
<tr>
<td>CITA 112</td>
<td>Introduction to Electronic Presentations</td>
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BUSINESS/PROFESSIONS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BSAD 340</td>
<td>Management Communications</td>
</tr>
<tr>
<td>ENGL 301</td>
<td>Professional Writing and Communication</td>
</tr>
<tr>
<td>ENGL 309</td>
<td>Journalism</td>
</tr>
<tr>
<td>LEST 330</td>
<td>Legal Writing</td>
</tr>
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MINOR REQUIREMENTS:

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<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENGL 202</td>
<td>Creative Non-Fiction</td>
</tr>
<tr>
<td>ENGL 221</td>
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</tr>
<tr>
<td>ENGL 310</td>
<td>Writing Your Life: Form &amp; Function in Memoirs</td>
</tr>
<tr>
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</tr>
<tr>
<td>HUMA 189</td>
<td>Acting and Improvisation</td>
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<tr>
<td>HUMA 201</td>
<td>Art History B.C. to the Renaissance</td>
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<td>Art History Renaissance to Present</td>
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<tr>
<td>SPCH 104</td>
<td>Introduction to Speech</td>
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HUMANITIES

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<td>SPCH 104</td>
<td>Introduction to Speech</td>
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</table>

WRITING AND COMMUNICATION

The Minor in Writing and Communication trains students in the written communication skills sought by employers and necessary for responsible citizenship. The coordinator will work with you to tailor a minor appropriate to your degree program, career plans, and personal interests.

Students will take a minimum of six of the courses designated below, with at least one course from each of the three areas:

<table>
<thead>
<tr>
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<tbody>
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<tr>
<td>SPCH 104</td>
<td>Introduction to Speech</td>
</tr>
</tbody>
</table>
WAYS IN WHICH ONE MAY ENTER THE ACADEMY:

• Become a full-time student at SUNY Canton and enroll in the Criminal Justice curriculum with the Police Academy curriculum coordinator. The Academy is currently offered in the spring semester only. The Academy is worth up to 12 college credits toward the associate degree in Criminal Justice and 15 college credits toward the bachelor degree in Criminal Investigation or Law Enforcement Leadership for all full-time tuition-paying cadets.

• Be hired and sworn as a full-time police officer of a law enforcement agency.

• Be sworn in as a part-time police officer and carried on the Workmen’s Compensation of the employing police agency.

• Enroll as a non-degree student in Pre-Employment for Basic Course for Police Officers.

* Attending SUNY Canton is not a guarantee that you may attend the Police Academy. Entry is competitive, space is limited, and applicants must meet all entry requirements.

ACADEMICS:

Student cadets must meet admissions requirements for full-time students and must have the approval of the Academy Director.

APPLICATION:

The application and all forms (available at www.canton.edu/academy) must be completed and returned to the Director of the Police Academy at SUNY Canton. A statement of physical fitness, signed by a physician, must accompany the application. Application for spring enrollment in the Academy should be submitted by October 1. Any deception on the application is grounds for rejection. A thorough background investigation may be conducted on the applicant after completing an oral interview by the Academy Board of Directors.

An applicant may not be admitted to the Academy if the investigation discloses unsuitability for a law enforcement career due to criminal behavior, alcohol or controlled substance abuse, poor driving record, lack of integrity, inappropriate financial problems, or other evidence of a bad attitude. Applying to the Academy is no guarantee of acceptance. If you realize you are not acceptable for hiring as a police officer, do not apply to the Academy. In case of doubt as to your suitability, ask your local police chief.

INTERVIEW:

The applicant will undergo at least one interview conducted by the law enforcement executives of the county. This interview will be conducted prior to completion of the background investigation and determines whether or not the applicant is accepted into the Academy.

PHYSICAL FITNESS:

Physical fitness should be a lifelong goal of a law enforcement officer and is stressed in the Academy. In order to be admitted to the Academy, the cadet must pass the current Cooper testing standards for police officers. If you know you are out of shape, do not wait until the Academy starts to begin to correct the condition.

COSTS:

Cost depends on your status upon entry. Veterans benefits and financial aid may apply. Check with the Financial Aid Office of the College.

• You pay the usual tuition rates as a full-time student including all fees. Costs of books and anticipated lab fees for student manuals totals approximately $500.00 and uniforms (including boots) approximately $200.00.

AGE:

Please inquire with the Director of the Police Academy.

MEDICAL FITNESS:

You must be medically fit to be a police officer. Individual police departments determine what is acceptable in regard to eyesight and injuries, such as trick knees and shoulders. It is your responsibility to obtain medical certification that you are fit to perform the physical training in the Academy. It is your responsibility to determine if your eyesight and any disabilities disqualify you from being hired as a police officer. In case of doubt, ask your local police chief.

• Graduation from the Academy is not a guarantee of a job in law enforcement. You must still meet all the criteria of the hiring law enforcement agency (i.e. score well in the civil service exam and be medically and morally fit).

• If you are not hired within two years, you may have to take the refresher course. The Academy will not substitute for the State Police, Environmental Conservation, or Park Police academies, or the academies of larger municipalities such as New York City, however your chances of employment are increased by successfully completing the Police Academy. The Academy curriculum and instructors are approved by the New York State Department of Criminal Justice Services.

• If you fail in the Academy either academically, physically, or through insufficient attendance, college policies regarding refunds apply. Pre-employment Phase 1 Cadets will not be certified as Police Officers by the State and/or College. If you are in the Academy for college credit and fail, the Criminal Justice curriculum coordinator will evaluate the work completed for credit on a case by case basis.

The Academy information along with the application form can be obtained from the college website: www.canton.edu/academy.
Other Programs

**Environmental Science and Forestry—1+1 with SUNY-ESF, Wanakena**

SUNY Canton participates in a cooperative one-plus-one program with the SUNY College of Environmental Science and Forestry (SUNY-ESF). Students who select this career goal complete one year at SUNY Canton and one year at the Ranger School in Wanakena, where they will choose between three academic concentrations: Forest Technology, Land Surveying Technology, or Environmental and Natural Resources Conservation. The degree of Associate in Applied Science is awarded upon graduation from SUNY-ESF. Graduates are prepared to transfer to a four-year program at SUNY-ESF. Students pursuing this program are admitted to SUNY Canton for the first year of enrollment and application must be made to SUNY-ESF for the second year. To learn more about the programs offered at Wanakena, visit www.esf.edu/rangerschool/programs.

**ADMISSIONS REQUIREMENTS:**
- Prepared to take College Biology I —NYS Regents Biology score ≥ 75; or —Already passed Intro. to Biology
- Prepared to take at least Intermediate Algebra
- Prepared to take Expository Writing

The following is the recommended first-year course of study for transfer to SUNY College of Environmental Science and Forestry at Wanakena.

*(Curriculum 0620)*

<table>
<thead>
<tr>
<th>Semester I</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BIOL 150</td>
<td>College Biology I .................. 4</td>
</tr>
<tr>
<td>ECON 101</td>
<td>Principles of Macroeconomics* ...... 3</td>
</tr>
<tr>
<td>ENGL 101</td>
<td>Expository Writing ................. 3</td>
</tr>
<tr>
<td>MATH 106</td>
<td>Intermediate Algebra OR</td>
</tr>
<tr>
<td>MATH 121</td>
<td>College Algebra OR</td>
</tr>
<tr>
<td>MATH 123</td>
<td>Pre-Calculus Algebra** ............ 3-4</td>
</tr>
<tr>
<td></td>
<td>Elective................................ 13-14</td>
</tr>
</tbody>
</table>

Students interested in this program need to apply for the Liberal Arts and Sciences: General Studies (Curriculum 0250) program. Call the Office of Admissions 315-386-7123/800-388-7123 for further details.

*Some curricula may require cross-registration to complete requirements.*

**Forest Technology—Cooperative Program with SUNY ESF**

SUNY Canton participates in a cooperative one-plus-one program with the Ranger School at the SUNY College of Environmental Science and Forestry (SUNY-ESF). Interested students need to apply for the Liberal Arts and Sciences: General Studies (Curriculum 0250) program. Call the Office of Admissions 315-386-7123/800-388-7123 for further details.

**Upstate Medical University Early Admission Program—Joint Admission with SUNY Upstate Medical University at Syracuse**

Upstate Medical University Early Admissions Program is an early admission program for high school seniors who excel in math and science and are committed to careers in the health professions. Students accepted into the program are guaranteed admission into an upper division bachelor/master’s degree program at the SUNY Upstate Medical University at Syracuse after attending their first two years at SUNY Canton and completing all admission requirements.

**The Upstate Medical University Early Admissions programs are:**
- Cardiovascular Perfusion, BS
- Medical Biotechnology, BS
- Medical Technology, BS
- Medical Imaging Sciences, BS or BPS
- Physical Therapy, DPT
- Respiratory Care, BS
- Radiation Therapy, BS or BPS

Interested students need to apply for Liberal Arts and Sciences: General Studies (Curriculum 0250) program. Call the Office of Admissions 315-386-7123/800-388-7123 for further details.

**NOTES:**
- All science courses must include laboratories.
- Upstate Medical University Early Admissions Program students are required to complete the associate degree and all requirements outlined in the program acceptance letter.
- Accepted students must demonstrate leadership qualities by getting involved in extracurricular activities at SUNY Canton.
This represents a listing of courses available to the campus at large. Courses fulfilling General Education Requirements of the ten SUNY knowledge and skill areas are designated as: GER 1-Mathematics; GER 2-Natural Sciences; GER 3-Social Sciences; GER 4-American History; GER 5-Western Civilization; GER 6-Other World Civilizations; GER 7-Humanities; GER 8-The Arts; GER 9-Foreign Language; GER 10-Basic Communication

**Course Descriptions**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Page</th>
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<tbody>
<tr>
<td>ABAP 135</td>
<td>PARENTING KNOWLEDGE AND SKILLS</td>
<td></td>
</tr>
<tr>
<td>ABAP 245</td>
<td>INTRODUCTION TO THE SCIENCE AND TECHNOLOGY OF BEHAVIOR</td>
<td></td>
</tr>
<tr>
<td>ABAP 310</td>
<td>COMPANION ANIMAL BEHAVIOR TRAINING</td>
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</tbody>
</table>

**Fall and Spring, 3 credit hours**

This course examines the application of the natural science and technology of behavior to improvements both in knowledge of parenting and in child rearing skills. The range of advances in behaviorology-based child rearing practices discovered since the 1950s is covered after reviewing scientifically uninformed practices used earlier. Behavior management-related skills for application in everyday public and personal situations involving children and their caregivers is included. Three hours lecture per week.
behavior training of four representative companion animal species: (a) cats, (b) dogs, (c) birds, and (d) horses. The generic application of these non-coercive practices to training other species also receives attention. Three hours of lecture per week. Prerequisites: Introduction to the Science and Technology of Behavior (ABAP 245) or Companion Animal Behavior (VSC 102), with Human Companion Animal Bond (VSC 100) highly recommended, or permission of instructor.

ABAP 345
APPLIED SCIENCE AND TECHNOLOGY OF BEHAVIOR
Fall or Spring, 3 credit hours
In this second of a two course sequence, common problematic human behaviors from a range of ordinary settings are analyzed along with the accessible independent variables of which these behaviors are a function as discovered by the natural science of behavior, behaviorology. Together, these are examined for prevention and solutions through the basic behavior/environment engineering applications that are derived from basic principles and techniques. Also considered are (a) the historical circumstances leading to these applications, (b) the value in design over accident or chance in the control of individual behavior and cultural practices, and (c) the place of ethics in considering and solving behavior problems. Three hours lecture per week. Prerequisite: Introduction to the Science and Technology of Behavior (ABAP 245) or permission of instructor.

ABAP 365
BEHAVIOR ENGINEERING: REHABILITATION
Fall or Spring, 3 credit hours
This course examines the application of the natural science and technology of behavior, behaviorology, to foster improvements in human interactions and success rates in institutional rehabilitation settings such as hospitals and prisons. The scientific basis of punishment that often informs many practices in such settings is covered along with rehabilitation considerations focused on both adult and youth clients or offenders. The course takes a systematic and data-based orientation to the organization and management of hospital or corrections personnel and institutions, and patient/prisoner rehabilitation. The development of behavior management-related knowledge and skills for application in everyday situations in institutional rehabilitation settings is an integral course component. Three hours lecture per week. Prerequisite: Introduction to the Science and Technology of Behavior (ABAP 245) or Correctional Philosophy (JUST 105), or permission of instructor.

ABAP 375
BASIC AUTISM ABA METHODS
Fall or Spring, 3 credit hours
This course examines the application of the natural science and technology of behavior, behaviorology, to the interventions for children with autism using basic Applied Behavior Analysis (ABA) methods. Exercising a systematic and data-based orientation, the course topics include: (a) the evaluation of different approaches for effectiveness, (b) the skills to be taught to children with autism, (c) the behavior engineering practices and skills needed to teach autistic children effectively, (d) the different roles of professionals and paraprofessionals involved in autism intervention efforts, (e) the organizational and legal supports available to autistic children and their families, (f) the roles of different autism treatment team members, (g) the organizational and legal interactions between families with autistic children and their local schools, and (h) the answers to the most common questions asked by parents of autistic children. Examination of actual autism training curricula, programs, practices, data sheets, settings, and case histories are integral parts of the course. Three hours lecture per week. Prerequisites: Introduction to the Science and Technology of Behavior (ABAP 245) with Applied Science and Technology of Behavior (ABAP 345) recommended, or permission of instructor.

ABAP 380
INTRODUCTION TO VERBAL BEHAVIOR ANALYSIS AND APPLICATIONS
Fall or Spring, 3 credit hours
Based on natural science principles and practices, this course introduces students to (a) the behaviorological analysis of verbal behavior/language, (b) the historical context in which verbal behavior analysis arose, and (c) some applications of verbal behavior analysis especially as it is applied to enhance the acquisition of verbal behavior/language, by multi-language students or persons with developmental disabilities.

Covered analysis topics include such fundamental concepts as (a) differentiating verbal and nonverbal behavior, (b) the verbal community, (c) mediated reinforcement, (d) the basic verbal behaviors called mands, tacts, intraverbals, codics, and dupes, (e) various extensions of these elementary verbal operants, (f) the most common variables of which verbal operants are a function, (g) some of the ways these variables combine in the multiple control of complex verbal behaviors, (h) response products, (i) point-to-point correspondence, (j) formal similarity, (k) thematic and formal controls over verbal behavior and (l) the ways the verbal community teaches speakers to respond verbally to their private experiences. Three hours lecture per week. Prerequisites: Introduction to the Science and Technology of Behavior (ABAP 245) and 30 credit hours, or permission of instructor.

ABAP 385
ADVANCED SCIENCE & TECHNOLOGY OF BEHAVIOR I
Fall or Spring, 3 credit hours
This first course of a two course sequence covers in detail the basic variables of which the behavior of humans and other animals is a function, as discovered from the natural science perspective and with the emphasis on increasingly complex human behavior. Included is not only the wide range of pertinent and accessible environment–behavior functional relations, but also the naturalistic philosophical foundations of the behaviorology (science and technology of behavior) discipline as well as the research methodology involved in discovering the independent variables in these relations and engineering them into sophisticated applications and interventions beneficial to humanity. Course topics include (a) classifying behavior, (b) avoiding explanatory fictions and analytical fallacies, (c) experimentally manipulating independent variables of behavior, (d) measuring, recording, graphing, and interpreting behavior–related data, and (e) turning the experimentation–based prediction and control of behavior into beneficial behavior engineering practices emphasizing postcondition processes. Three lecture hours per week. Prerequisites: Introduction to the Science and Technology of Behavior (ABAP 245) and 60 credit hours, or permission of instructor.

ABAP 400
SEMINAR IN APPLIED BEHAVIOR ANALYSIS
Fall or Spring, 3 credit hours
In this course the student studies the current disciplinary applied research literature containing relevant interventions while engaging in supervised practicum hours applying the relevant behaviorological disciplinary principles and practices to interventions with clients in the practicum setting. Three lecture hours per week. Prerequisites: Applied Science and Technology of Behavior (ABAP 345) and 60 credit hours, and must secure permission of instructor. Corequisite: Practicum in Applied Behavior Analysis (ABAP 401) or permission of instructor.

ABAP 401
PRACTICUM IN APPLIED BEHAVIOR ANALYSIS
Fall or Spring, 3 credit hours
In this course the student studies the current disciplinary applied research literature containing relevant interventions while engaging in supervised practicum hours applying the relevant behaviorological disciplinary principles and practices to interventions with clients in the practicum setting. Prerequisites: Applied Science and Technology of Behavior (ABAP 345), and 60 credit hours and must secure permission of instructor. Corequisite: Seminar in Applied Behavior Analysis (ABAP 400) or permission of instructor.

ABAP 415
BEHAVIORAL THANATOLOGY AND DIGNIFIED DYING
Fall or Spring, 3 credit hours
With an emphasis on the terminally ill and enhancing their dignity, this course examines the application of the natural science and technology of behavior, behaviorology, to the question of how we can improve end–of–life interactions between the dying and society, between the increasing numbers of the terminally ill and their survivors, between ourselves and our loved ones at those difficult times. The course first covers the scientific understanding of coercion and punishment as these inform many
past and current social practices in such situations. The course then considers a range of scientifically grounded alternative, proactive practices capable of increasing and maintaining the human dignity of all parties in these circumstances. Which professional group (e.g., medical doctors, hospice personnel, funeral directors, behavioralists) might best organize these improvements and new practices is explored. The historical context, and social contingencies affecting new practices, are included in the consideration of how to move from old to new practices. Three lecture hours per week. Prerequisites: Introduction to the Science and Technology of Behavior (ABAP 245), or Human Response to Death (FSAD 307), and 60 credit hours, or permission of instructor.

ABAP 455
PERFORMANCE MANAGEMENT AND PREVENTING WORKPLACE VIOLENCE
Fall or Spring, 3 credit hours
This course examines the application of the natural science and technology of behavior, behaviorology, to the understanding, prevention, and deterrence of workplace violence, and does so on three levels: The course examines the scientific analysis of punishment as punishment informs many practices present in workplace settings that match the violence-prone profile. Next, the course emphasizes the acquisition and application of the behavior management-related knowledge and skills known as performance management, that are relevant to changing the circumstances that lead to workplace violence so as to prevent its possible occurrence. Then, the course extends its systematic and data-based orientation from the understanding of workplace violence, and its prevention, to developing, comparing, applying, and evaluating policies and procedures to intervene in the dynamics, indicators, types, and triggers of workplace violence to deter its imminent occurrence. These three levels are considered for all workplaces including those in industrial/manufacturing, organizational, marketing, financial, institutional, or retail business settings. Three hours lecture per week. Prerequisites: Introduction to the Science and Technology of Behavior (ABAP 245) or Human Resource Management (BSAD 310) or Management Communications (BSAD 340) or Organization Psychology (PSYC 360), or permission of instructor.

ABAP 465
CLASSROOM MANAGEMENT AND PREVENTING SCHOOL VIOLENCE
Fall or Spring, 3 credit hours
This course covers the application of the natural science and technology of behavior, behaviorology, to classroom management practices to prevent school violence. This course first examines the scientific understanding of punishment and coercion, because these provide the bases of many school practices that, unintentionally, prompt violence. Through a systematic and data-based orientation, the course next examines the positive, proactive, non-coercive classroom management practices that school teachers and staff can personally implement—especially in the classroom but also in the cafeteria, and gym, and on the bus, and playground-to reduce and prevent the occurrence of all kinds and levels of school violence while also enhancing the effectiveness of instruction. Then, the course examines the school-wide policies and procedures (as encouraged by legislation such as the New York Safe Schools Act) that can be implemented to deter incipient school violence. Developing behavior management-related skills, especially those applicable to changing the circumstances that lead to school violence so as to reduce that violence, is an integral course component. Three hours lecture per week. Prerequisites: Introduction to the Science and Technology of Behavior (ABAP 245) or Principles of Education (EDUC 210), or permission of instructor.

ACCT 101
FOUNDATIONS OF FINANCIAL ACCOUNTING
Fall and Spring, 4 credit hours
This course builds the underlying framework of financial accounting and serves as an Introduction to accounting concepts and financial reporting. Students will learn how to record business transactions in an accounting system, interpret financial statements, and communicate information for economic decision-making. Topics include accounting for sole proprietorships, partnerships, and corporations. A concentrated emphasis is placed on the accounting cycle, accruals and deferrals, notes and Interest, and internal controls. Four hours lecture per week.

ACCT 102
FOUNDATIONS OF MANAGERIAL ACCOUNTING
Fall and Spring, 3 credit hours
The basic principles of accounting are continued with their application to management and internal users to assess company performance. Managerial accounting focuses on providing accounting related data for decision-making, production management, and product/service pricing. Further, students will examine: cost behavior and classification, job-order costing, process costing, activity-based costing, just-in-time, budgeting, and variance analysis. Three hours lecture per week. Prerequisite: Foundations of Financial Accounting (ACCT 101) or permission of instructor.

ACCT 242
ACCOUNTING FOR GOVERNMENT AND NONPROFIT ORGANIZATIONS
Fall or Spring 3 credits hours
Students will learn the concepts and practices of specialized accounting principles for nonprofit entities and state and local governments. Additionally, an emphasis will be placed on fund accounting, budgets, and financial reporting applicable to nonprofit organizations. Three hours lecture per week. Prerequisites: Foundations of Managerial Accounting (ACCT 102) or permission of instructor.

ACCT 245
FORENSIC ACCOUNTING
Spring, 3 credit hours
Forensic Accounting is concerned with the detection, prevention, and correction of financial fraud and white-collar crime activities. This course identifies areas of financial risk, develops internal control policies and procedures, as well as defines the role of the forensic accountant in the courtroom. Students will examine forensic accounting case studies, determine damage and valuation calculations, and the effects of cybercrime on an organization. Heavy emphasis is placed upon the role of the Sarbanes-Oxley Act and ethical behavior in business transactions. Three hours lecture per week. Prerequisites: Foundations of Financial Accounting (ACCT 101) or Survey of Accounting (ACCT 104) or permission of instructor.
ACCT 300
INTERMEDIATE ACCOUNTING I
Fall, 3 credit hours

Students will be presented with knowledge and skills basic to accounting theory and practice and advanced problems pertaining to the foundations of financial accounting. The essential interrelationship between accounting and the activities of business is stressed throughout the course. The presentation of accounting elements necessary for business decision-making such as operating, financing, investing, earnings management and revenue recognition enhance the learning experience and prepare students for an evolving accounting profession. Accompanying accounting problems and various financial statements challenge students to develop critical thinking skills and promote core competent ices. International Financial Reporting Standards are discussed when relevant to help students understand how accounting practices differ from country to country and reflect the increasingly global nature of business. Three lecture hours per week. Prerequisites: Foundations of Managerial Accounting (ACCT 102) or permission of instructor.

ACCT 302
INTERMEDIATE ACCOUNTING II
Spring, 3 credit hours

Accounting concepts and standards which extend upon the foundation provided by Intermediate I are carried forward in this course. This course provides an engaging and comprehensive learning experience that helps develop essential understanding, critical thinking, and analytical skills via accounting's integral importance to an organization's decision-making capabilities and is presented as an essential element in business decision-making. Focus is placed on financing and investing activities such as: the behavior and classification of capital, acquisition management, general ledger requirements for the handling of non-current operating assets, handling of debt and equity securities, and accounting for common disclosures. Three lecture hours per week. Prerequisites: Intermediate Accounting I (ACCT 300) or permission of instructor.

ACCT 306
COST ACCOUNTING
Fall, 3 credit hours

This course is designed to build upon the foundation students learned in Managerial Accounting thereby offering an advanced examination of cost classification and behavior (and their resulting effects on the financial statements), quantitative and qualitative decision-making acumen, and reporting cost accounting information to internal users of an organization. The student will learn the responsibilities of a cost accountant and distinguish those of a financial and a managerial accountant. Emphasis is placed on various cost models (e.g. job-order, process costing, activity-based costing, just-in-time), preparing budgets, and analyzing variances to standards as essential tools to formulating and achieving management goals and objectives in both manufacturing and service enterprises. Three lecture hours per week. Prerequisites: Foundations of Managerial Accounting (ACCT 102), Information to Information Technology (CITA 110), Intermediate Algebra (MATH 106), or permission of instructor.

ACCT 310
ACCOUNTING INFORMATION SYSTEMS
Spring, 3 credit hours

Students utilize an accounting software system complimented by a manual accounting information system to complete a full accounting cycle. Heavy emphasis is placed on section 404 requirements of the Sarbanes-Oxley Act of 2002. The importance of proper documentation, internal controls, enterprise systems, and E-business sets the stage for this course. Students will prepare the necessary documents electronically and manually, journal entries, special journals, reconcile accounts, general financial statements, and close an entire accounting cycle. Three lecture hours per week. Prerequisites: Foundations of Managerial Accounting (ACCT 102), or permission of the instructor.

ACCT 335
INDIVIDUAL TAXATION
Fall, 3 credit hours

This course is designed to introduce students to the Internal Revenue Code, preparation of federal and state tax returns for individuals and small businesses. The course prepares students to participate in the IRS Volunteer Income Tax Assistance (VITA) program. Three lecture hours per week. Prerequisites: Introduction to Information Technology (CITA 110), or permission of the instructor.

ACCT 410
INTERNATIONAL ACCOUNTING
Fall/Spring, 3 credit hours

International Accounting is the study of an entity reported as either a multinational company or an entity whose reporting obligations to stakeholders are located in a country other than that of the reporting entity. A detailed investigation on the convergence of U.S. Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS) serves as a foundation for this course. Also discussed are the effects of financial reporting, international taxation, and international financial statement analysis on a multinational reporting entity. Employing and critiquing the use of global accounting and auditing standards will integrate the student’s existing skills with domestic accounting standards. Three hours lecture per week. Prerequisites: Foundations of Managerial Accounting (ACCT 102), or permission of instructor.

ACCT 430
AUDITING
Fall, Spring, 3 credit hours

This course is designed to expose the student to the vocabulary, concepts, principles, and techniques of auditing. Emphasis is placed on the use of Generally Accepted Auditing Standards and their practical application to professional standards, ethics, internal controls, legal liability, audit planning, audit evidence, audit sampling, and the production of standard reports. Three hours lecture per week. Prerequisites: Intermediate Accounting I (ACCT 300) or permission of instructor.

ACCT 440
ADVANCED ACCOUNTING
Fall, Spring, 3 credit hours

This course completes the financial accounting sequence as learned in Intermediate Accounting. Advanced accounting issues address: consolidations, mergers and acquisitions, governmental and non-profit organizations, foreign currency transactions, and partnerships. Three hours lecture per week. Prerequisites: Intermediate Accounting I (ACCT 300) or permission of instructor.

ACCT 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN ACCOUNTING
Fall/Spring, 1-4 credit hours

Special Topics in Accounting will generally include topics of current interest or topics not covered in courses currently offered by the Department or in combinations not currently available. Prerequisite: permission of the instructor.

ACHP 103
REFRIGERATION AND AIR CONDITIONING SERVICES I
Fall, 7 credit hours

The fundamentals of refrigerating and air conditioning equipment are the emphasis of this course. Students study the basic refrigeration cycle and the function of each component; compressor, condenser, evaporator and metering device. Use of hand and power tools is stressed in laboratory work. Students will cut, bend, solder, brazes, flare, and swage copper tubing. Flowing nitrogen will be stressed during brazing operations. Four hours lecture, nine hours laboratory per week.

ACHP 104
REFRIGERATION AND AIR CONDITIONING SERVICES II
Spring, 7 credit hours

Applications of refrigeration and air conditioning systems are presented along with heat gain calculation, air distribution and filtration and

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controls. Complete systems including split DX air conditioning, heat pumps, and packaged systems are installed. Some sheet metal layout and fabrication is also performed. Four hours lecture, nine hours laboratory per week. Prerequisite: Refrigeration and Air Conditioning Services I (ACHP 103) or permission of instructor.

ACHP 105 REFRIGERATION SYSTEM DESIGN
Spring, 2 credit hours
The refrigeration system and its components are studied in detail. Components are sized and selected to meet application requirements and then system equilibrium is determined. Two hours lecture per week. Prerequisite: Refrigeration and Air Conditioning Services I (ACHP 103); Corequisite: Refrigeration and Air Conditioning Services II (ACHP 104) or permission of instructor.

ACHP 171 HEATING AND PLUMBING PRINCIPLES AND PRACTICE I
Fall, 7 credit hours
The fundamentals of heating equipment and practices; selection, use and care of hand and power tools; piping fabrication of copper, steel, cast iron and plastic pipe; oil burner boiler installation and service; drainage, waste and vent plumbing; basic sheet metal practice; well pumps and accessories. Four hours lecture, nine hours laboratory per week. Corequisites: Math, English, and Blueprint reading.

ACHP 172 HEATING AND PLUMBING PRINCIPLES AND PRACTICE II
Spring, 8 credit hours
Gas burner boiler installations with zoning; furnace installation and service; bathroom and kitchen plumbing installation; sheet metal layout and fabrication; heat loss and gain calculations; electrical schematics, controls, troubleshooting; duct sheet metal fabrication. CERTIFICATE/AAS ELECTIVE CREDIT ONLY. Five hours lecture, nine hours laboratory per week. Prerequisite: Heating & Plumbing Principles and Practice I (ACHP 171) or permission of instructor.

ACHP 181 INTRODUCTION TO ENVIRONMENTAL TECHNOLOGY
Spring, 3 credit hours
This course provides the student without a technical background an opportunity to explore the broad field of Environmental Technology. This includes basic problem solving as applied to situations occurring in everyday living and environmental conditions. Current issues such as indoor air quality, CFC’s, radon, and Legionnaires Disease are discussed and solutions presented through proper design. Each student will be introduced to the various phases of building construction and maintenance so he or she will be able to make rational decisions with regard to building environmental conditions. Three hours lecture per week.

ACHP 215 PLUMBING DESIGN
Fall, 3 credit hours
The theory of sizing and design of hot and cold water lines, drainage and vent lines for residential and commercial sanitary systems. Also a study of basic hydraulics and fluid flow with emphasis on application of various types of water pumping devices. Three hours lecture per week.

ACHP 233 PIPE DRAFTING
Fall, 1 credit hour
Projects include isometric, elevation, plan and detail drawings of piping systems. A computer-aided drafting (CAD) project of a piping system is also included in the course. Three hours laboratory per week. Prerequisite: Engineering Drawing (MECH 118) or permission of instructor.

ACHP 243 AIR CONDITIONING I
Fall, 3 credit hours
The properties of air and water vapor mixtures are determined by calculation and by the use of psychrometric charts. Air conditioning processes are studied leading to selection of systems. Cooling and refrigeration loads are calculated for commercial and residential structures. The performance of air conditioning systems and the use of instruments is covered in the laboratory. Two hours lecture, three hours laboratory per week. Prerequisite: Intro to HVAC-R (MECH 103) or permission of instructor.

ACHP 244 AIR CONDITIONING II
Spring, 3 credit hours
Cooling loads are calculated for various types of commercial structures. Computers are used to calculate loads. Air conditioning equipment and systems are studied to determine their application to meet load, comfort and energy conservation requirements. The laboratory portion of the course includes the determination, with instruments, of the performance characteristics of cooling coils, heating coils, a water chiller, cooling tower, etc. Two hours lecture, three hours laboratory per week. Prerequisite: Air Conditioning I (ACHP 243) or permission of instructor.

ACHP 253 DOMESTIC AND COMMERCIAL HEATING I
Fall, 4 credit hours
An application in heat transfer, including the technical considerations of designing residential and commercial heating systems. Particular emphasis is given to pipe and duct sizing. Includes the study of forced air and hot water heating equipment, air terminal devices, and hydronic terminal units. Laboratory will cover the use of data acquisition equipment utilized by the industry to commission systems. A writing intensive course. Three hours lecture, three hours laboratory per week. Prerequisite: Intro to HVAC-R (MECH 103) or permission of instructor.

ACHP 254 DOMESTIC AND COMMERCIAL HEATING II
Spring, 4 credit hours
This course is a continuation of ACHP 253 focusing on steam boiler selection, design and layout, selection of equipment and pipe sizing. Particular emphasis is given to commercial systems such as fans and pumps. The student will design the layout of control systems based on zone and occupant levels. Laboratory covers modern methods of testing heating equipment and systems. Three hours lecture, three hours laboratory per week. Prerequisite: Domestic and Commercial Heating I (ACHP 253) or permission of instructor.

ACHP 264 AIR CONDITIONING SYSTEMS DESIGN
Spring, 1 credit hour
Air conditioning systems are designed for specific buildings, equipment selected, working drawings made and specifications written. Three hours laboratory per week. Prerequisites: Introduction to 3D CAD and BIM (SOET 250), Air Conditioning I (ACHP 243), Domestic and Commercial Heating I (ACHP 253) or permission of instructor.

ACHP 306 ENERGY SYSTEMS TECHNOLOGY
Fall/Spring, 3 credit hours
The student will develop skills utilized in HVAC systems design, from the basic principles of heat transfer through detailed sizing and selection of various HVAC systems. Two hours lecture, two hours recitation per week. Prerequisites: Junior level status.

ACHP 323 HVAC EQUIPMENT AND SELECTION
Fall/Spring/Summer, 3 credit hours
This course includes the selection and layout of modern HVAC equipment for commercial buildings. Special concern is applied to ASHRAE Standards, codes and cost analysis. Three hours lecture per week. Prerequisites: Domestic and Commercial Heating II (ACHP 254), or permission of instructor.

ACHP 324 HVAC LOAD CALCULATION
Fall/Spring, 3 credit hours
This course introduces the student to the principles and methods of calculating the heating and cooling load of an HVAC system for residential and commercial buildings. The student learns how to design the HVAC systems following the codes and standards of ASHRAE publications. Energy efficiency and conservation are incorporated into the system design for optimal performance. The course is emphasized on computer-based calculations. Computer-assisted calculation and practice are carried out throughout the course. Three hours lecture per week. Prerequisite: Refrigeration I (ACHP 101); Corequisites: Thermodynamics (MECH 342), Heat Transfer (MECH 343), or permission of instructor.
ACHP 401
BUILDING AUTOMATION SYSTEMS
Fall, 3 credit hours
This course presents detailed study of building automation controls as applied in our modern facilities. Integration of building environmental control along with life safety, security, and maintenance functions are studied. The various proprietary protocols, as well as BACnet are presented. Digital and analog inputs to central and remote processors which in turn control devices to maintain building environmental conditions, safety, and security will be studied. Networking topics studied in prerequisite courses will be integrated into the application of these automation systems. Students will work with software to operate these systems as well as specify equipment to meet the goals within the facility. Three hours lecture per week. Prerequisite: Data Communications and Networking (CITA 200), and Domestic and Commercial Heating I (ACHP 253) or permission from instructor.

ACHP 412
ENERGY ANALYSIS AND AUDIT
Fall/Spring, 3 credit hours
This course provides skills to perform an energy analysis of future commercial buildings and the audit of existing building through the study of energy standards and codes use in the United States. HVAC and architectural drawings are reviewed through case studies and actual buildings are audited providing students with the necessary skills to reduce energy cost in to the future of building development. Three hours lecture per week. Prerequisites: HVAC Load Calculation & Energy Code (ACHP 324), or permission of instructor.

ACHP 415
COMMISSIONING OF MECHANICAL SYSTEMS
Fall/Spring, 3 credit hours
This course explores the modern building practice of implementing a quality-oriented process for achieving, verifying, and documenting that the performance of facilities, systems, and assemblies. Students develop and analyze the owner’s project requirements and translate these requirements into a commissioning plan. Students will transform the commissioning plan into an operational and maintenance plan for the building owner and operators. Three hours lecture per week. Prerequisite: HVAC Load Calculation & Energy Code (ACHP 324), or permission of instructor.

ACHP 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN AIR CONDITIONING ENGINEERING TECHNOLOGY
Fall/Spring, 1-4 credit hours
Special Topics in Air Conditioning Engineering Technology will generally include topics of current interest or topics not covered in courses currently offered by the Department or in combinations not currently available. Prerequisite: permission of the instructor.

AMSL 101
INTRODUCTION TO AMERICAN SIGN LANGUAGE
Fall and Spring, 4 credit hours
American Sign Language (ASL) is the third most frequently used language in the United States after English and Spanish. This course introduces students to ASL: the visual-gestural language of the deaf. It incorporates non-verbal communication techniques: fingerspelling, basic vocabulary, grammar and syntax, and conversational skills. In addition, students gain an understanding of the deaf community, its history, culture, and the issues that impact the deaf community in the 21st century. Four lecture hours per week.

ANTH 101
INTRODUCTION TO PHYSICAL ANTHROPOLOGY AND ARCHAEOLOGY
Fall or Spring, 3 credit hours
Introduction to Physical Anthropology and Archaeology provides an overview of the theory of evolution, the genetic basis of variation, the fossil record leading to and including human evolution, basic issues of method and theory in archaeology, selected topics in prehistory. Three hours lecture per week.

ANTH 102
INTRODUCTION TO CULTURAL ANTHROPOLOGY
Fall and Spring, 3 credit hours
A global, cross-cultural overview of the diversity of human organization, achievements and institutions. Emphasis will be placed on non-western, nonindustrialized societies and a regional development approach to selected cultural areas. The theory, concepts and methods of cultural anthropology will provide the foundation for understanding this diversity and the historic journey which has produced the mosaic of culture. Three hours lecture per week.

ANTH 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN ANTHROPOLOGY
Fall/Spring, 1-4 credit hours
An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in anthropology.

AREA 110
INTRODUCTION TO ALTERNATIVE ENERGY
Fall, 3 credit hours
Students will discuss the usefulness of various types of energies as they relate to the future of this planet. Topics will include passive and active solar systems, fuel cells, hydroelectric power, geothermal heat transfer, and wind energy. Three hours lecture per week.

AREA 224
RENEWABLE ENERGY ELECTRICAL CODE
Fall/Spring, 3 credit hours
This course deals with the National Electrical Code (NEC) for renewable energy systems. The various aspects of the electrical code are studied to ensure proper system design and installations. Safety issues as related to the various sections of the code are emphasized. Three hours lecture per week. Prerequisites: Electricity (ELEC 261) or Electrical Construction and Maintenance I & II (ELEC 171 & ELEC 172) or permission of instructor.

AREA 300
FUEL CELLS
Fall/Spring, 3 credit hours
Students will discover the science involved in the operation of fuel cells and technical applications of a fuel cell in providing electricity and heat. Topics explored are hydrogen as a fuel, energy efficiency, and operational characteristics of a fuel cell. In depth studies of proton exchange membrane, alkaline electrolyte fuel cells, and direct methanol fuel cells will teach students about the conversion of hydrogen fuel to usable forms of energy. Three hours lecture per week. Prerequisites: College Chemistry I (CHEM 105) or permission of instructor.

AREA 303
WIND TURBINES
Fall/Spring, 3 credit hours
This course is an introduction to issues related to the production of electricity from wind power. The study of the atmospheric science necessary to locate wind turbines for the production of electricity will teach students how to interpret data. In addition, the study of design and control will allow for a comprehensive knowledge of all sub-components of a wind turbine. A complete analysis of all the technology utilized in the production of electricity will assist students in knowing the details involved in sizing and citing of wind turbines. Three hours lecture per week. Prerequisites: Electricity (ELEC 261) and Electrical Energy Conversion (ELEC 215) or permission of instructor.

AREA 310
BIOFUELS
Fall/Spring, 3 credit hours
This course covers alternative, renewable fuels derived from biological sources and their applications as an energy source for homes, industry and transportation. Wood, urban, and agricultural solid waste are discussed as potential sources of energy conversion. In addition, the production of methane and alcohol based fuels and their roles as a transportation fuel will lead to a rediscovery of opportunities to replace fossil-based fuels. Bio-diesel and vegetable oil topics are necessary to show a true alternate energy source for internal combustion engines. Throughout this course, students will examine both advantages and disadvantages of biofuels as an
energy source. Prerequisites: Intro. to Chemistry (CHEM 101) or junior level status or permission of instructor.

AREA 320
EXPERIMENTATION & MEASUREMENT I
Fall, 3 credit hours

In this laboratory course, students will learn experimental methods, instrumentation for engineering measurements, statistical estimates of experimental uncertainty, and calibration techniques. Students will perform laboratory experiments that are applicable to energy systems as well as to broader engineering applications. This course serves as the foundation for higher level lab and design courses in this curriculum. Three two-hour laboratories per week. Prerequisites: Fluid Mechanics (MECH 241), Programming for Engineers (ENGS 102), Statistics (MATH 141), or permission of instructor.

AREA 321
SOLAR ENERGY UTILIZATION
Fall, 3 credit hours

Solar Energy Utilization is an introductory course on solar energy with an emphasis on thermal processes. Topics include solar radiation, heat transfer, flat-plate collectors, thermal energy storage, and solar thermal applications. Three hours lecture per week. Prerequisite: Introduction to Thermodynamics (MECH 225) or permission of instructor.

AREA 322
PASSIVE SOLAR BUILDING
Spring, 3 credit hours

Passive Solar Building explores the use of solar energy to passively heat and cool buildings. Topics include solar radiation, building heating and cooling loads, energy efficient design and construction, passive solar heating, proper implementation of thermal mass, and passive cooling. Three hours lecture per week. Prerequisites: Introduction to Thermodynamics (MECH 225), Energy Systems Technology (ACHP 306), or permission of instructor.

AREA 323
PHOTOVOLTAIC SYSTEMS
Fall, 3 credit hours

Photovoltaic Systems examines the direct conversion of solar energy to electricity. Topics include photovoltaic (PV) cell physics, types of PV cells, PV system components, and PV energy storage. Three hours lecture per week. Prerequisite: Introduction to Thermodynamics (MECH 225), or permission of instructor.

AREA 340
GEOTHERMAL ENERGY
Fall/Spring, 3 credit hours

Applications of thermodynamics and heat transfer principles will explain how energy is transformed from geothermal energy to useable energy for large and small scale systems. Students will determine heating and cooling loads leading to the selection of the correct system installation to meet the demand. Correct system sizing and installation procedures will be explored along with the environmental issues related to geothermal energy production. Three hours lecture per week. Prerequisites: Introduction to Alternative Energy (AREA 110) or Introduction to Engineering (ENGS 101) or permission of instructor.

AREA 370
EXPERIMENTATION & MEASUREMENT II
Spring, 3 credit hours

In this laboratory course, students will perform engineering measurements to acceptable standards. They will also choose the method of measurement to achieve the accuracy necessary for use in alternative energy experiments. A hands-on approach will furnish practical knowledge of the operation of various alternative energy devices and diagnostic tools. The labs will reflect topics discussed in the AREA electives. Three two-hour laboratories per week. Prerequisites: Experimentation & Measurement I (AREA 320) or permission of instructor.

AREA 420
ALTERNATIVE ENERGY DESIGN I
Fall, 3 credit hours

Each student team will be required to apply engineering theory in the design of alternative energy systems for residential and commercial buildings. The experience provided in the laboratory projects will allow teams to assess critical factors affecting real applications in alternative energy. Three two-hour laboratories per week. Prerequisites: Experimentation & Measurement II (AREA 370) or permission of instructor.

AREA 470
ALTERNATIVE ENERGY DESIGN II
Spring, 3 credit hours

This laboratory is a continuation of AREA 420, Alternative Energy Design I. Student teams will apply design theories to develop alternative energy systems for actual residential or commercial buildings. Using the experience gained from AREA 420, students will go to the site of the proposed alternative energy system to examine the critical factors for design consideration. This course will require periodic interim reports and a final report to be submitted to the instructor and the potential owners of the proposed system. Students will create a complete project design package by the end of the semester. Three two-hour laboratories per week. Prerequisites: Alternative Energy Design I (AREA 420) or permission of instructor.

ARES 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN ALTERNATIVE & RENEWABLE ENERGY SYSTEMS
Fall/Spring, 1-4 credit hours

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in alternative & renewable energy systems.

ARTS 101
INTRODUCTORY DRAWING
Fall/Spring, 3 credit hours

In this foundational course, students are introduced to the fundamental principles and processes of drawing. The creative process, observational drawing, and the fundamental principles and terminology of composition will all be covered. While the emphasis will be on representational drawing, abstraction, expression, and storytelling will all be covered. No prior drawing experience is necessary. Two hours lecture, two hours laboratory per week.

ARTS 201
ART HISTORY: B.C. TO 16TH CENTURY
Fall/Spring/Winter/Summer, 3 credit hours

GER 7 & GER 8

This course is the first sequential course in the study of art history, covering the period from prehistory to the early Italian Renaissance. Emphasis will be placed on the development of the art and its relationship to the cultural, political, and social climate within the time it was produced. Students will develop basic terminology for compositional analysis of works and practice recognition and contextualization. Three hours lecture per week.

ARTS 202
ART HISTORY: 16TH TO 20TH CENTURY
Fall/Spring/Winter/Summer, 3 credit hours

GER 7 & GER 8

This course is the second sequential course in the study of art history, covering the period from the Italian Renaissance to the Modern Age. Emphasis will be placed on the development of the art and its relationship to the cultural, political, and social climate within the time in which it was produced. Students will develop basic terminology for compositional analysis of works and practice recognition and contextualization. Three hours lecture per week.

ARTS 203
ART AND SOCIETY
Fall/Spring/Winter/Summer, 3 credit hours

GER 8

Art and Society explores the development of the Fine Arts and its relationship to social, political, and economic structures of both contemporary and historical cultures. Through the research, discussion, and presentation of several case studies in historical and contemporary art practices, students will develop their critical awareness of interdisciplinary relationships in present and past cultures. This course explores the artistic practice and production of several cultural epochs as both a symptom and parameter of social-political trends/events. Students will develop their understanding of significant contemporary and historical issues and explore their bearing and relationship to the Fine Arts. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or permission of instructor.

ARTS 204
INTRODUCTION TO PAINTING
Fall/Spring, 3 credits

GER 8

In introduction to painting students will practice basic approaches to watercolor, acrylic and oils, applying these techniques towards more accomplished works. Class work will include
exercises, studies, and analysis of professional works. Students will develop the ability to apply compositional terms and concepts in analysis of paintings. At the conclusion of the course, students will develop a portfolio of completed works. Two hours lecture, two hours studio laboratory per week.

**ARTS 205 INTERMEDIATE DRAWING**  
*Fall/Spring, 3 credit hours*  
Intermediate Drawing sequentially builds on the skills, techniques and concepts introduced in HUMA 101. Through research and studio-based assignments, including a visual journal, students will apply drawing media and techniques to advanced problems. Material covered includes mixed media, conceptual drawing, narrative drawing, digital drawing and storyboarding. Two hours lecture, two hours studio laboratory per week. Prerequisites: Introduction to Drawing (HUMA 101) or permission of instructor.

**ASTR 101 ASTRONOMY OF THE SOLAR SYSTEM**  
*Fall, 3 credit hours*  
This course is an introduction to the science of astronomy and is a study of our immediate neighborhood in the universe, the solar system. Topics included are the appearance of the sky, the earth as a planet, light, telescopes and their applications, the physical nature of the planets, the motion and surface of the moon, lesser bodies in the solar system, origin and evolution of the solar system, and the possibilities for extraterrestrial life. Three hours lecture per week.

**ASTR 102 ASTRONOMY OF THE SOLAR SYSTEM LAB**  
*Fall, 1 credit hour*  
This is a laboratory course to accompany ASTR 101 – Astronomy of the Solar System. Laboratory exercises will both explore fundamental concepts and physical principles introduced in lecture, as well as give the students a feel for the work of a modern Astronomer with computer based simulation exercises. Two hours laboratory per week. Corequisite: Stellar Astronomy (ASTR 103) or permission of instructor. Other prerequisites: ASTR 101 or permission of instructor.

**ASTR 103 STELLAR ASTRONOMY**  
*Spring, 3 credit hours*  
This is a survey course examining the structure, of the observable universe. Focus is on the formation, evolution, and resulting classification of stars. Topics covered will include the history of astronomy, the sun, classification of stars, multiple star systems, birth and death of stars, gravitational collapse, pulsars, black holes, galaxies, quasars, and cosmology. Three hours lecture per week.

**ASTR 104 STELLAR ASTRONOMY LAB**  
*Spring, 1 credit hour*  
This is a laboratory course to accompany ASTR 103 – Stellar Astronomy. Laboratory exercises will both explore fundamental concepts and physical principles introduced in lecture, as well as give the students a feel for the work of a modern Astronomer with computer based simulation exercises. Two hours laboratory per week. Corequisite: Stellar Astronomy (ASTR 103) or permission of instructor.

**ASTR 291-295, 391-395, OR 491-495 SPECIAL TOPICS IN ASTRONOMY**  
*Fall/Spring, 1–3 credit hours*  
Special Topics in Astronomy will generally include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available. One-three hours lecture per week. Prerequisite: permission of instructor.

**AUTO 101 AUTOMOTIVE SERVICE**  
*Fall, 2 credit hours*  
Automotive Service is an introductory course in vehicle systems theory of operation and maintenance. Topics include automotive shop procedures involved in general maintenance of vehicles related to suspension, engine, and driveline. Safety and customer relations skills will also be stressed. Students who have successfully completed a high school vocational program in Automotive Mechanics/Technology may be eligible for transfer credit. Two hours laboratory per week. Corequisite: Automotive Services (AUTO 101) or permission of instructor.

**AUTO 102 DIESEL ENGINES**  
*Spring, 2 credit hours (elective)*  
A course which considers the basic construction of the diesel engine. Topics will include classification of diesel engines, fuels, turbochargers, injection systems, and pre-heater systems. Laboratory will consist of hands-on experience in engine troubleshooting, parts identification, adjustments and testing. One hour lecture, two hours laboratory per week. This course is offered in the spring of even numbered years. Prerequisite: Auto Service & Lab (AUTO 101 & 111), or permission of instructor.

**AUTO 103 AUTOMOTIVE AIR CONDITIONING**  
*Spring, 2 credit hours (elective)*  
A study of the component parts of automotive air conditioning systems, their function and operation. Laboratory will consist of hands-on experience in testing, evacuation, and charging of the system. Refrigerant identification, safety, and environmental issues are addressed, along with fundamentals of manual and automatic controls. One hour lecture, two hours laboratory per week. This course is offered in the spring of odd numbered years. Prerequisite: Automotive Electrical Systems & Lab (AUTO 112 & 122), or permission of instructor.

**AUTO 104 BASIC WELDING**  
*Fall/Spring, 2 credit hours*  
This course in welding will include all basic processes and procedures in joining and cutting ferrous and non-ferrous metals found in automotive/industrial applications. Focus will include safety, proper techniques, and quality control. One hour lecture, two hours laboratory per week. Fall/Spring semesters, restricted to Automotive Technology students or permission of the instructor.

**AUTO 111 AUTO SERVICE LABORATORY**  
*Fall, 1 credit hour*  
Topics include automotive shop procedures involved in general maintenance of vehicles related to suspension, engine, and driveline. Additional information addresses New York State inspection. Students who have successfully completed a high school vocational program in Automotive Mechanics/Technology may be eligible for transfer credit. Two hours laboratory per week. Corequisite: Automotive Services (AUTO 101) or permission of instructor.

**AUTO 112 AUTOMOTIVE ELECTRICAL SYSTEMS**  
*Fall, 3 credit hours*  
This course is a study of fundamental electrical circuits and relative theory as applied to the automobile. Series, parallel, series-parallel circuits, magnetism, direct and alternating current fundamentals, batteries, charging systems, starters, lighting systems, and basic electronics are studied. Three hours lecture per week. Prerequisite or Corequisite: Automotive Electrical Laboratory (AUTO 122).

**AUTO 113 ENGINE PERFORMANCE I**  
*Spring, 3 credit hours*  
The classroom component of this course introduces the student to fuel and ignition systems. Basic electricity/electronic skills and knowledge are applied in addressing the theory involved in sophisticated electronic ignition and fuel-injection systems. Students study primary switching through secondary firing. Topics include basic circuitry, hall-effect and transistor theory, solenoids, fuel injection (both throttle body and multi-port) and electronic engine management (powertrain control). Three hours lecture per week. Prerequisite: Auto Service & Lab (AUTO 101 & 111), Automotive Electrical Systems & Lab (AUTO 112 & 122), or permission of instructor.

**AUTO 114 ENGINE PERFORMANCE I LABORATORY**  
*Spring, 1 credit hour*  
The laboratory component of this course consists of hands-on activities involving theories learned in the classroom. Students use service information, both hard-copy and electronic (CD-ROM), while testing systems with digital volt/ohm meters and computer scanners. Fuel and powertrain control systems are diagnosed with the latest tools available. Three hours laboratory per week. Prerequisite or Corequisite: Engine Performance I (AUTO 113), or permission of instructor. With the completion of both components of Engine Performance I,
(AUTO 113 and AUTO 114) students will be able to diagnose and repair a vehicle with a no-start condition resulting from a fuel or ignition problem. The student will be able to access vehicle computer information, including inputs, outputs, and miscellaneous tests.

AUTO 122
AUTOMOTIVE ELECTRICAL SYSTEMS LABORATORY
Fall, 1 credit hour
The laboratory component of this course consists of hands-on activities involving theories learned in the classroom. Students use service information, both hard-copy and electronic. Testing involves batteries, series, parallel, and series-parallel circuits, as well as charging and starting systems component identification and service. Three hours laboratory per week. Prerequisite or Corequisite: Automotive Electrical Systems (AUTO 112), or permission of instructor.

AUTO 141
AUTOMOTIVE BRAKE SYSTEMS LABORATORY
Spring, 3 credit hours
This course consists of theory and operation of automotive brake systems. Topics include: Foundation brake components of disc and drum brake systems, hydraulic brake system components, and brake enhancements including antilock brake system and stability control. Three hours lecture per week. Prerequisite: Automotive Service (AUTO 101). Corequisite: Automotive Brake Systems Laboratory (AUTO 144) or permission of instructor.

AUTO 144
AUTOMOTIVE BRAKE SYSTEMS LABORATORY
Spring, 1 credit hour
This course is designed to teach entry level skills in the repair, replacement, and service of automotive brake systems. Brake service areas covered include disc brake, drum brake, parking brake, brake hydraulic system, and brake component measurement for tolerance. Services include resurfacing rotors and drums, flaring hydraulic line. Three hours laboratory per week. Prerequisite or Corequisite: Auto Service Laboratory (AUTO 111), Automotive Brake Systems (AUTO 141), or permission of instructor.

AUTO 212
AUTOMOTIVE ELECTRICAL SYSTEMS II
Spring, 4 credit hours
This course begins where Automotive Electrical Systems terminates. Topics covered include lighting, gauges, warning devices, driver information systems, horn and wiper operations, and electrical accessory diagnosis and repair. Three hours of lecture and three hours of laboratory per week. Prerequisites: Automotive Electrical Systems (AUTO 112) or permission of instructor.

AUTO 213
ENGINE PERFORMANCE II
Fall, 4 credit hours
This course begins where Engine Performance I terminates. Sophisticated engine control systems are studied which include distributorless ignition, electronic spark control and emission controls. The student learns and applies knowledge of the integration of the above systems and the powertrain/engine control computer (PCM). Diagnosis and repair includes test equipment, such as digital volt/ohm meters, oscilloscopes, and interactive computer scanners. Students continually utilize the latest automotive reference materials in diagnosis and repair procedures. Three hours lecture, three hours laboratory per week. Prerequisites: Automotive Electrical Systems & Lab (AUTO 112 & 122), Engine Performance I & Lab (AUTO 113 & 114), or permission of instructor.

AUTO 214
AUTOMOTIVE COMPUTER SYSTEMS
Spring, 3 credit hours
Review of electrical and electronic devices used in automobiles. Study of on-board diagnostic systems for both domestic and import vehicles. Diagnosis of computerized automotive systems. A writing intensive course. Three hours lecture, two hours laboratory per week. Prerequisites: AUTO 101, AUTO 111, AUTO 112, AUTO 212, AUTO 213, AUTO 212, AUTO 220, or permission of instructor.

AUTO 220
INTERNAL COMBUSTION ENGINES
Fall, 4 credit hours
This course concerns the principles of operation of the gasoline internal combustion engine. Each student participates in an actual engine overhaul, including measuring to factory specifications and machining operations with the latest tools and equipment. Designed for Automotive Technology majors, principals, applicants from other curricula will be interviewed by department personnel: Tool kit required. A writing intensive course. Two hours lecture, four hours laboratory per week. Prerequisites: Autom Service & Lab (AUTO 101 & 111), Automotive Electrical Systems & Lab (AUTO 112 & 122), Engine Performance I & Lab (AUTO 113 & 114), Oral and Written Expression (ENGL 102), Applied College Mathematics (MATH 101) or higher, or permission of instructor.

AUTO 221
AUTOMATIC TRANSMISSIONS
Spring, 4 credit hours
Students study fundamental principles of automatic transmissions. Topics include torque converters, planetary gearsets, and hydraulics. Various power-flows are compared using specific transmissions as examples. Three hours lecture, three hours laboratory per week. Prerequisites: Engine Performance I & Lab (AUTO 113 & 114), Automotive Braking Systems (AUTO 141), or permission of instructor.

AUTO 225
MANUAL TRANSMISSIONS AND DRIVE TRA\nFall, 3 credit hours
Topics include transmission theory, design, and operation of manually shifted front-wheel and rear-wheel drive transmissions in automotive applications. Related topics necessary to include with transmissions also include axles, drive shafts, differentials, universal joints, transfer cases, and the manual and electronic controls associated with each. Students receive equal lecture and lab sessions. Two hours lecture per week, three hours laboratory per week. Prerequisites: Auto Service & Lab (AUTO 101 & 111), Automotive Brake Systems (AUTO 141), Automotive Braking Systems Lab (AUTO 144), Basic Welding (AUTO 104), or permission of instructor.

AUTO 230
SERVICE MANAGEMENT AND OPERATIONS
Spring, 1 credit hour
This seminar type course will meet to discuss topics such as satisfaction, shop management, management techniques, equipment purchase/utilization and dealership structure. Students will perform interviews and write about their findings. Each student will write five research papers from a list of topics concerning the automotive repair business. Weekly summaries from trade journals will be completed. These will relate to topics in Automotive Service Management. One hour lecture per week. Prerequisites: Automotive Electrical Systems (AUTO 112) and Engine Performance II (AUTO 213), or permission of instructor.

AUTO 241
SUSPENSION DESIGN AND SERVICES
Fall, 2 credit hours
This course covers the theory of, diagnostic and service procedures used in suspension and steering systems. Two hours lecture per week. Prerequisite: Automotive Services (AUTO 101), Corequisite: Suspension Design and Service Laboratory (AUTO 282) or permission of instructor.

AUTO 282
SUSPENSION DESIGN AND SERVICE LABORATORY
Fall, 1 credit hour
This course covers diagnostic, repair, and adjustment procedures used in suspension and steering systems. Proper use of suspension and steering tools and equipment is covered, including computerized alignment equipment. Three hours laboratory per week. Prerequisite: Auto Service (AUTO 101) and (AUTO 111), Corequisite: Suspension Design and Service (AUTO 241) or permission of instructor.

AUTO 291-295
SPECIAL TOPICS IN AUTOMOTIVE TECHNOLOGY
Fall/Spring, 1-4 credit hours
Special Topics in Automotive Technology will generally include topics of current interest or
topics not covered in courses currently offered by the Department or in combinations not currently available. Prerequisite: permission of the instructor.

**BASK 051**
**COLLEGE SUCCESS STRATEGIES**
Fall/Spring, 1 credit hour
This course is designed to help students successfully make the transition to college while developing a sense of responsibility for their own learning. Students will practice a set of learning strategies focusing on such topics as time management, note-taking, textbook reading/memory improvement, goal setting, test preparation/taking, and critical thinking. Students will learn and demonstrate basic library research skills, computer skills, and explore/identify personal learning styles, values, career choice, and attitudes toward diversity. Two hours lecture per week. Required of all first-time EOP students. Credit in some certificates only.

**BASK 060**
**FRESHMAN SEMINAR**
Fall/Spring, 1 credit hour
This course is designed to help students with the transition into college. Topics will include a study behavior inventory, goal setting, time management, campus resources, learning styles, test taking, note-taking, memorization strategies, and other information useful in becoming a successful college student. Two hours laboratory per week. Admission into this class is by permission of the instructor. Graduation credit for some certificates only.

**BASK 291-295, 391-395, OR 491-495**
**SPECIAL TOPICS IN ACADEMIC DEVELOPMENT**
Fall/Spring, 1-4 equivalent credit hours
An introductory or more advanced exploration of topics not covered or only partially covered by other courses currently available. The course will be specified in the semester class schedule. Students may take two special topics courses for preparatory credit/credit as long as the topic is different.

**BIOL 101**
**INTRODUCTION TO BIOLOGY**
Fall/Spring, 4 credit hours
A study of the major concepts in the life sciences presented for the non-major. Subjects covered include an overview of the basic concepts of plants and animals, including human biology, with attention given to cellular processes and the relationship between form and function. Three hours lecture, two hours laboratory per week. The laboratory includes dissection of a representative vertebrate. Intended for students receiving less than 75 on the New York State Regents Biology examination and/or students not in a science-related program. This course is not transferrable as college-level general biology.

**BIOL 117**
**HUMAN REPRODUCTION**
Spring, 3 credit hours
This course will discuss human reproduction from a biological point of view. Topics will include anatomy, reproductive physiology, genetics, conception, embryology, pregnancy and parturition, and disease states. Consideration will be given to medical, psychological, sociological, and legal and ethical perspectives. Three hours lecture per week.

**BIOL 150**
**COLLEGE BIOLOGY I**
Fall, 4 credit hours
An introduction to the fundamental biological concepts common to plants, animals, and microorganisms. Topics include the chemical and molecular basis of life, metabolism, cell biology, cellular reproduction, Mendelian and molecular genetics, gene regulation, DNA technology, and evolution. The laboratory includes the study of cells, osmosis, enzymes, cellular respiration, genetics, molecular techniques, and the dissection of a representative mammal. Three hours lecture, three hours lab per week. Prerequisite: New York State Regents Biology examination grade of 75 or above or Introduction to Biology (BIOL 101); and HS chemistry or Introduction to Chemistry (CHEM 101/100) or Investigative Chemistry (CHEM 107/108); or permission of instructor.

**BIOL 155**
**COLLEGE BIOLOGY II**
Spring, 4 credit hours
This course consists of the study of the evolutionary history of biological diversity, plant form and function, animal development, and aspects of animal form and function including the immune system, nervous system, homeostasis and chemical signals. The laboratory includes structural and functional studies of representative plants and animals, bacterial transformation, photosynthesis, plant growth and development, animal tissues, and population dynamics. Three hours lecture, three hours laboratory per week. Prerequisite: College Biology I (BIOL 150) or permission of instructor.

**BIOL 207**
**HUMAN ANATOMY**
Spring, 4 credit hours
This course consists of the study of the human body with an emphasis on structure and general function. Included topics are cells, tissues, skeletal, muscular, digestive, circulatory, respiratory, reproductive, urinary, nervous, endocrine systems and sense organs. The laboratory includes study of cells, tissues, organ systems, and dissection of a representative mammal. The course is most suitable for students in health-related or biology curriculums requiring in-depth knowledge of the human body. Three hours lecture, three hours laboratory per week. Prerequisite: New York State Regents Biology examination score of 75 or above or Introduction to Biology (BIOL 101) or College Biology I (BIOL 150) or permission of instructor.

**BIOL 209**
**MICROBIOLOGY**
Fall/Spring, 4 credit hours
A study of the basic characteristics of microbes, with an emphasis on disease causing organisms. Includes morphology, growth, physiology, and control. Laboratory techniques include microscopy, staining, aseptic techniques, culture media, isolation, and identification of microbes. Three hours lecture, two hours laboratory per week. Prerequisite: Introduction to Biology (BIOL 101) or College Biology I (BIOL 150) or Human Anatomy & Physiology I (BIOL 217) or permission of instructor.

**BIOL 217**
**HUMAN ANATOMY & PHYSIOLOGY I**
Fall/Spring, 4 credit hours
This course is the first course in a sequence which studies the anatomy and physiology of the human body in detail. Topics covered in this first semester course include an introduction to the basic plan and organization of the body, basic biochemistry, basic cell structure and cell physiology and the anatomy and physiology of the integumentary, skeletal, muscular, and nervous systems. The laboratory sessions will explore detailed anatomy using models and specimens, and experimental physiological concepts. This course is appropriate for students in the Nursing, Physical Therapist Assistant, Dental Hygiene, and other health-related fields that require a two-semester Anatomy and Physiology sequence. Three hours lecture, three hours laboratory per week. Prerequisites: High School Biology Regents score of 75 or above or Introduction to Biology (BIOL 101); and High School Chemistry Regents score of 65 or above or Introduction to Chemistry (CHEM 101/100) or Investigative Chemistry (CHEM 107/108); or permission of instructor.

**BIOL 218**
**HUMAN ANATOMY & PHYSIOLOGY II**
Fall/Spring, 4 credit hours
This is the second in a sequence of two courses that studies the detailed anatomy and physiology of the human body. Topics include the anatomy and physiology of the endocrine, cardiovascular, sympathetic, respiratory, digestive, urinary, and reproductive systems. May also cover the immune system, metabolism, fluid-electrolyte-acid-base balance, and pregnancy and development. The laboratory will include a dissection of the cat. Three hours lecture, three hours lab per week. Prerequisite: Anatomy & Physiology I (BIOL 217) or permission of instructor.

**BIOL 310**
**THE GENOME**
Fall, 3 credit hours
This course covers the fundamental concepts of molecular genetics and heredity, as well as mutations, the genetics of sex and gender, the human genome, complex traits, genetic testing, gene therapy, and the near future of human genetics. Besides providing a basis for understanding the current state of human genetic knowledge, future discoveries, and novel applications, a major focus of the course is developing the sophistication necessary to sort out myths and misconceptions about human heredity. Three hours lecture per week. Prerequisites: College Biology I (BIOL 150) or Human Anatomy & Physiology I (BIOL 217) and junior level status, or permission of instructor.
BIOL 325  
BIOLGY IN SOCIETY  
Spring, 3 credit hours  
GER 2  
This course is designed to develop critical thinking concerning the growing presence of biology in society. Students apply biological principles and the scientific method to problems and decisions confronting society. Students use and expand upon their basic biological knowledge of DNA, molecular biology and physiology to discuss the importance and ethical impact of the use of biology in society. General topics include DNA technology, stem cells, GMOs, and medical and forensic applications. Specific topics discussed may vary from one semester to the next as new issues or developments warrant. The central goal of the course is to have students leave as highly informed citizens with a greater understanding of the science behind current biological applications. Three hours lecture per week. Prerequisites: A grade of C or higher for one of the following courses or its equivalent: Introduction to Biology (BIOL 101), College Biology I (BIOL 150) or Human Anatomy and Physiology I or II (BIOL 217/218).

BIOL 335  
PATHOPHYSIOLOGY  
Fall, 3 credit hours  
GER 2  
This course focuses on the central concepts of cellular and tissue pathophysiology. A systematic survey is undertaken of genetic diseases, cancer, and the diseases of the immune, nervous, endocrine, hematologic, cardiovascular, lymphatic, pulmonary, renal, reproductive, digestive, musculoskeletal and integumentary systems. The etiology, pathophysiology, and clinical manifestations of diseases are discussed. Prerequisites: Microbiology (BIOL 209), and Human Anatomy and Physiology II (BIOL 218) or Animal Anatomy and Physiology (VSCC 144).

BIOL 291-295, 391-395, OR 491-495  
SPECIAL TOPICS IN BIOLOGY  
Fall/Spring, 1–4 credit hours  
Special Topics in Biology will generally include topics of current interest or topics not covered in courses currently offered by the Department or in combinations not currently available.

BSAD 100  
INTRODUCTION TO BUSINESS  
Fall and Spring, 3 credit hours  
This course is a survey of business, introducing the major operations of a business, including management, production, marketing, finance, and human resources management. The course also examines the economic, social, and political environment of business. This course will expose students to speakers from varying business disciplines throughout the semester. Three hours lecture per week.

BSAD 120  
PRINCIPLES OF BANKING  
Fall, 3 credit hours  
This course is an in depth introduction to the diversified services offered by the banking industry today, especially banking role in money creation and the distribution of funds. Attention is paid to banking history, currency, deposits, negotiable instruments, loans, mortgages, security, and fraud. Three hours lecture per week.

BSAD 200  
BUSINESS COMMUNICATIONS  
Fall and Spring, 3 credit hours  
This course is designed to help develop strong oral and written communication skills. The student will be given opportunities to practice writing and editing professional correspondence. Additionally, the student will compose and deliver oral presentations. Assignments will include the use of inductive and deductive approaches to conveying a variety of messages and applying the rules for proper grammar and punctuation. Three hours lecture per week. Writing intensive course. Prerequisites: Oral and Written Expression (ENGL 102) or Expository Writing (ENGL 101), keyboarding skill, and knowledge of Word, or permission of instructor.

BSAD 201  
BUSINESS LAW I  
Fall and Spring, 3 credit hours  
Text and case study of the American court system as well as the origin, nature and classification of law with emphasis on general contract specific law and the impact of negligence, torts and criminal law on business. Three hours lecture per week.

BSAD 202  
BUSINESS LAW II  
Fall and Spring, 3 credit hours  
Continuation of Business Law I. Areas of study includes bankruptcy and reorganization, labor law, administrative law, bailment and agency. hours lecture per week. Prerequisite: Business Law I (BSAD 201) or permission of instructor.

BSAD 203  
MARKETING  
Fall and Spring, 3 credit hours  
This course provides students with an introduction to marketing as a functional area of business. Students build an understanding of the marketing mix (price, product, promotion, and placement) and its role in contributing to successful business operations. Students explore the impact of legal, political, social, ethical, technological, economic, and competitive factors on marketing activities. Three lecture hours per week. Prerequisite: Foundations of Financial Accounting (ACCT 101), or Introduction to Business (BSAD 100) or Introduction to Health Care Management (HSM 201), or permission of instructor.

BSAD 215  
SMALL BUSINESS MANAGEMENT  
Spring, Fall, 3 credit hours  
This course will examine the nature of small business and the people who are successful in starting them. Topics will include the requirements and steps of conducting a comprehensive pre-business feasibility study, the types of decisions faced by managers of small firms, and the application of business disciplines to these situations. The student will be required to formulate their own business plan. Three hours lecture per week. Prerequisite: Expository Writing (ENGL 101), or Oral and Written Expression (ENGL 102), or permission of instructor.

BSAD 220  
PRINCIPLES OF RETAILING  
Fall, 3 credit hours  
This course represents a pragmatic approach to the study of retailing. Students identify best practices in retailing by examining case studies of real-world retail businesses. Students explore retail management alternatives relating to buying, pricing, sales promotion, customer service, store design, and staffing. Three hours lecture per week. Prerequisites: 15 credits earned; or permission of instructor.

BSAD 222  
PRINCIPLES OF SELLING  
Fall, 3 credit hours  
This course focuses on the personal selling process and is designed to benefit students across multiple disciplines, especially students wishing to develop a competency in sales. Students focus on the role of consumer behavior and effective communication as applicable to personal selling. Students identify and apply selling principles such as persuasive communication, negotiating, prospecting, preparing and delivering sales presentations, overcoming objections, and closing the sale. Three hours lecture per week.

BSAD 235  
BUSINESS AND ACCOUNTING FIELD EXPERIENCE  
Fall/Spring, 3 credit hours  
This internship is designed as an elective course for students on a space-available basis who would like to obtain hands-on experience working with entrepreneurs and small business owners. The accounting portion of the internship is an academic program which integrates classroom work and practical experience with businesses and nonprofit organizations. The internship will be tailored to the individual student’s career interests and the needs of the supervisors and supervising organization. Prerequisite: Foundations of Managerial Accounting (ACCT 102) or permission of the instructor.

BSAD 301  
PRINCIPLES OF MANAGEMENT  
Fall and Spring, 3 credit hours  
This course applies key management concepts to all organizations; domestic and international, profit and non-profit, manufacturing and service, brick and mortar and virtual. It provides direction to the management philosophy, realities and imperatives for efficient and effective decision making, planning, organizing, leading, and controlling used for superior organizational performance. It equips students with skills and tools needed to contend the challenges encountered in domestic and/or

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global environment of the 21st century and the implication for IT. It allows students to transfer this knowledge to practice. Prerequisites: Introduction to Business (BSAD 100) or Introduction to Health Care Management (HSMB 101) or Introduction to Emergency Management and Disaster (EADM 201) or Business Law I (BSAD 201) or Business Communications (BSAD 200) and minimum 30 credit hours with 2.0 GPA or permission of instructor.

BSAD 305
PUBLIC BUDGETING & FISCAL MANAGEMENT
Fall, 3 credit hours
This course exposes students to the technical, political, and administrative elements of the federal, state, and local budgeting process. Topics will include budget formulation, execution, evaluation, and the theoretical basis for decision making that is integral to that process. Three hours lecture per week. Prerequisites: Principles of Macroeconomics (ECON 101) or Principles of Microeconomics (ECON 103); Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102); College Algebra (MATH 121), or Statistics (MATH 141); or permission of instructor.

BSAD 310
HUMAN RESOURCE MANAGEMENT
Fall/Spring, 3 credit hours
This course provides a foundation for the study of human capital management. Topics include job analysis and design, recruiting, training, motivating employees, performance appraisals, current doctrine on employee’s rights, responsibilities, and compensation issues. Three lecture hours per week. Prerequisites: Introduction to Business (BSAD 100) or Business Law I (BSAD 201) or Fundamentals of Emergency and Disaster Management (EADM 201) or permission of instructor.

BSAD 319
PROFESSIONAL ETHICS
Fall/Spring, 3 credit hours
This course acquaints students with the major frameworks for ethical decision making in the professions based on Kantian, Utilitarian and Aristotelian ethics and principles: of consequence, liberty, opportunity, need, and justice. The course examines ethical questions that can arise in professional practice, the relationship between professionals and clients, as well as, the connection between ordinary and professional morality. Students use analyze and synthesize ethical theories that affect thinking, policy formulation, and professional conduct. Three lecture hours per week. Prerequisites: Expository Writing (ENGL 101) and junior level status, or permission of instructor.

BSAD 322
ADVERTISING AND PROMOTION
Spring, 3 credit hours
Students explore the fundamentals of advertising and promotion and apply this knowledge in creating an advertising plan and integrated brand promotion (IBP) strategy for a real world product. In addition to traditional advertising media, special attention is given to progressive advertising media, such as: the Internet, social media, mobile marketing, and other forms of digital marketing. The social and economic role of advertising and promotion is explored in relationship to such established disciplines as psychology and sociology. Two lecture hours and two hours recitation per week. Prerequisites: Marketing (BSAD 203), or Introduction to Media Studies (GMMD 101) and Introduction to Design (GMMD 102); and 45 credits earned; or permission of the instructor.

BSAD 325
CONSUMER BEHAVIOR
Fall, 3 credit hours
Students explore consumer behavior and its internal and external influencers. Emphasis is placed on the consumer decision making process. Consumer behavior is analyzed as a key component in developing effective product design, positioning, and promotional strategies. Students also examine the role of consumer lifestyle data in segmenting the market into target markets. Three hours lecture per week. Prerequisites: Marketing (BSAD 203) and 45 credit hours, or permission of instructor.

BSAD 330
SALES FORCE MANAGEMENT
Spring, 3 credit hours
Students explore the principles of sales force management. The course is designed to benefit students across multiple disciplines, especially students planning to pursue a career in sales. Emphasis is placed on the following principles of sales force management: formulating and evaluating sales strategy, recruitment, training, motivation, performance evaluation, and sales force structure. Three lecture hours per week. Prerequisite: Marketing (BSAD 203) and 45 credits earned, or permission of the instructor.

BSAD 335
ADVANCED BUSINESS AND ACCOUNTING INTERNSHIP
Fall and Spring, 3 credit hours
This advanced business internship program offers hands-on experience working with small business entrepreneurs in a confidential and professional environment. Students have the opportunity to apply their educational, organizational and time management skills In solving real life business issues and assist less experienced interns. Prerequisite: Completion of 45 credits and permission of instructor.

BSAD 340
MANAGEMENT COMMUNICATIONS
Spring and Fall 3 credit hours
This course introduces students to the foundations of effective management communication. It focuses on communicating strategically and persuasively in a professional environment. Skills such as advocacy, framing issues clearly and strategically, preparing a team for communicating in a competitive environment, facilitating meetings, and adapting arguments to audiences’ needs are developed. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) and junior level status or the permission of the instructor.

BSAD 345
TECHNOLOGICAL INNOVATIONS AND ENTREPRENEURSHIP
Fall/Spring, 3 credits
Technology entrepreneurship is a spirited approach to business leadership that involves identifying high-potential, technology-intensive commercial opportunities, gathering and analyzing resources such as talent and capital, and managing rapid growth and significant risks using principled decision-making skills. It is a recent global phenomenon that has driven vital changes in society by empowering individuals to seek opportunity in technological and business solutions when presented with what others see as insurmountable problems. This course will introduce the fundamentals of technology entrepreneurship. It is aimed at guiding students who may be starting their own businesses in the future or working for a high-growth company. Three lecture hours per week. Prerequisites: Principles of Macroeconomics (ECON 101), Introduction to Finance (FSMA 210) and Introduction to Information Technology (CITA 110) or permission of instructor.

BSAD 355
MANAGEMENT OF TECHNOLOGY
Fall and Spring, 3 credit hours
In this course students explore strategic management of technology, patterns of technological change, technological transitions and technological innovations within organizations. The conceptual framework of the course is an evolutionary process perspective on technology management. Students examine the scope of technology management in relation to: design, production, finance, marketing, accounting, sales, distribution and human relations. Three hours lecture per week. Prerequisites: Principles of Macroeconomics (ECON 101), Information Technology (CITA 110) or permission of instructor.

BSAD/SOET 360
PROJECT MANAGEMENT
Fall, 3 credit hours
This course is an introduction to projects and project management as it pertains to industry. Students will be introduced to principles of project selection, project planning and scheduling, duties of a project manager, project organization, implementation and termination. Three lecture hours per week. Prerequisites: Junior standing or permission from instructor.

BSAD 365
FINANCIAL STATEMENT ANALYSIS
Fall/Spring, 3 credit hours
This course explores both the underlying theory and practical applications of financial reporting and analysis. Students will expand their existing knowledge of financial statement preparation developed from their accounting coursework extending their
critical thinking acumen into forecasting and various business models. Within this course an emphasis of the importance of using financial statements as a source of information to evaluate historical and future economic performance is the overarching learning objective. Discussion of the convergence of Generally Accepted Accounting Principles and International Financial Reporting Standards occur when appropriate. Three hours lecture per week. Prerequisites: Foundations of Managerial Accounting (ACCT 102) or Survey of Accounting (ACCT 104); Statistics (MATH 141) and junior level standing, or permission of instructor.

BSAD 370
ENGINEERING ECONOMICS
Fall or Spring, 3 credit hours

This course emphasizes the strong correlation between engineering design and manufacturing of products/systems and the economic issues they involve. The basic concepts of the time value of money and economic equivalence is applied throughout the course. Each engineering problem/project progressively incorporates different cash flows, the cost of funds, capital, operational and maintenance costs, salvage value, depreciation, amortization, and taxation. Students learn to apply different economic analysis methods- like present worth, annual-equivalent worth, rate-of-return, life-cycle cost, cost/benefit etc. - in evaluating the economic viability of a project, as well as the comparison of mutually exclusive alternatives. The course also introduces concepts of replacement decisions, capital-budgeting decisions, and project risk and uncertainty, and exposes students to specific issues of economic analysis of the private sector versus the public sector. Applications to a variety of engineering fields’ actual cases are stressed throughout the course. Three lecture hours per week. Prerequisites: College Algebra (MATH 121), or Pre-Calculus Algebra and Trigonometry (MATH 123). Additionally, students must have at least junior status or permission of instructor.

BSAD 372
ELECTRONIC COMMERCE
Spring, 3 credit hours

This course is designed to provide an overview of e-commerce models, applications, decisions, and issues. Major topics associated with e-commerce such as security, privacy, intellectual property rights, authentication, encryption, acceptable use policies, and legal liabilities are examined. In addition, e-commerce business and revenue models, startup strategies, the evolution of social commerce, and additional emerging technologies are explored. Three hours lecture per week. Prerequisites: Introduction to Information Technology (CITA 110) and Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), and junior level standing, or permission of instructor.

BSAD 373
INTERNATIONAL BUSINESS MANAGEMENT
Fall/Spring, 3 credit hours

This course enhances the student's ability to operate in a global market. This course ground the student in global marketing, strategy, human resource management. Students develop a strong understanding of international culture and ethical issues when taking a local business global. This course teaches students to use an organization's global resources and logistics to enable to organization's global strategy. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) and Principles of Macroeconomics (ECON 101) or permission of instructor.

BSAD 375
LEADERSHIP AND CHANGE
Fall and/or Spring, 3 credit hours

This course will prepare students with the theory, tools, and competency to harness modern leadership principles in a challenging organizational environment. In this course students will study leadership paradigms including the trait, style, behavioral, situational, and contingency leadership models as well as power, leader-follower relations, ethics, and diversity. Students will acquire skills to revolutionize organizations, its environment, culture, and overcome organizational crisis. Three hours lecture per week. Prerequisites: Principles of Management (BSAD 301) or permission of instructor.

BSAD 400
OPERATIONS/PRODUCTION MANAGEMENT
Fall, Spring, 3 credits

This course focuses on the study of modern theory and practice relating to the operations function in both manufacturing and service organizations. Topics include forecasting, materials and capacity planning and quality control. Case studies are used to examine and analyze the manufacturing and service environments in terms of operational planning, the use of teams and teamwork and decision making problems that confront management. Fundamentals of the analytical method are introduced to help solve problems in the design, operation, and control of systems. Three hours of lecture per week. Prerequisites/Corequisites: Microeconomics (ECON 103), Principles of Management (BSAD 301), Foundations of Financial Accounting (ACCT 101) and Statistics (MATH 141) or permission of instructor.

BSAD 406
CUMULATIVE EVALUATION - BBA IN MANAGEMENT
Fall and Spring, 3 credit hours

This course integrates the program material from the BBA in Management into a summative evaluation through company simulation software. Students incorporate knowledge of human resource management, operations management, managerial economics, professional ethics, business strategy, accounting and finance, and management of technology by running a virtual company. Three lecture hours per week. Prerequisite/corequisite: Completion of a minimum of 90 credit hours in the Bachelor Business Administration in Management Degree.

BSAD 410
SENIOR PROJECT
Fall/Spring, 3-15 credits

Students will complete a senior research project specifically addressing issues facing the management environment today. Under the guidance of a faculty mentor, the student will submit a research proposal, conduct research, prepare a thesis style report, and present a defense to a thesis committee. Prerequisites: Senior status in the BBA in Management Program or permission of the instructor.

BSAD 411
MARKETING RESEARCH
Fall/Spring, 3 credit hours

This course provides student with an understanding of the research methods used by marketing researchers to obtain information to guide marketing decisions. Students will develop an understanding of the theories and techniques of planning, conducting, analyzing and present- ing market studies. Students will study different methodologies with emphasis on primary research including questionnaire design. Three lecture hours per week. Prerequisites: Marketing (BSAD 205) and Statistics (MATH 141), or permission of instructor.

BSAD 420
APPLIED ORGANIZATIONAL MANAGEMENT
Fall and Spring, 3 credit hours

This course emphasizes individuals’ and groups’ behavior in organizations. The rationale for the existence of organizations is discussed with the strategic objectives of improving productivity, performance, effectiveness and efficiency to accomplish goals. Theories of human behavior in organizations will be examined. Additional topics covered will include group development, group decision making and problem solving, leadership roles, power and politics within organizations. Other important areas of analysis will be the norms and values of groups, group power influences, coalition formulation, and organizational culture. Three hours lecture per week. Prerequisites: Introduction to Business (BSAD 100) and junior level status or permission of instructor.

BSAD 425
NEW PRODUCT MARKETING
Fall, 3 credit hours

This course requires students to integrate concepts from previous marketing courses to develop a comprehensive marketing strategy. Through market analysis students identify market opportunities for new product development and formulate an effective marketing strategy to move their product from concept to launch. The course culminates with a marketing strategy competition where each group is evaluated based on the content of their final report, project presentation, and feasibility of their marketing strategy. Student work on their project in groups modeled after a consulting group. Two lecture hours and two recitation hours per week. Prerequisites: Advertising and Promotion (BSAD 322) or Consumer Behavior (BSAD 325), and 60 credits earned; or permission of the instructor.
BSAD 449
STRATEGIC POLICIES & ISSUES
Fall and Spring, 3 credit hours
This course will define the criteria for critical business decision making. Students will examine strategic issues in international and domestic organizations, use core concepts and analytical tools, and assess the impact of political, economic, and legal factors on business operations and strategies. Real case study of headline issues will be used to provide insights and focus attention on the special demands of competition, competitive advantage, and winning strategy execution. Three lecture hours per week. Prerequisite: Microeconomics (ECON 103), Introduction to Finance (FSMA 201), Principles of Management (BSAD 301), and Marketing (BSAD 350), and junior level status or permission of instructor.

BSAD 450
BUSINESS INTERNSHIP
Fall and Spring, 6-15 credits
The Business Internship is an academic program which integrates classroom work and practical experience with cooperating businesses. It is a structured field experience in which an intern acquires and applies knowledge and skills, while working in a responsible role within a business environment. Internship assignments and activities may include, but limited to, information gathering, research, data analysis, planning, organization, implementation, evaluation, and other tasks and responsibilities deemed necessary. Forty hours per week per credit hour. Prerequisites: Senior status in the BBA in Management program and Grade Point Average of 3.0 or higher before the internship begins or permission of instructor in consultation with the student's advisor.

BSAD 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN BUSINESS
Fall/Spring, 1-4 credit hours
Special Topics in Business will generally include topics of current interest or topics not covered in courses currently offered by the Department or in combinations not currently available. Prerequisite: permission of the instructor.

CHEM 100
INTRODUCTION TO CHEMISTRY
LABORATORY
Fall/Spring, 1 credit hour
This is a laboratory course to accompany CHEM 101. The activities and experiments in this course are hands-on applications of the concepts covered in CHEM 101. It is designed for those students who have had little or no chemistry laboratory experience. Students must enroll in both CHEM 101 and CHEM 100 simultaneously, unless they have previously passed one of the courses. Students must also pass both CHEM 101 and CHEM 100 simultaneously, unless they have previously passed one of the courses. Students must also pass both CHEM 101 and CHEM 100 to receive Natural Science General Education credit. Two hours laboratory per week. Corequisite: Introduction to Chemistry (CHEM 101), or permission of instructor. If a student withdraws from CHEM 101 prior to the last day to withdraw, withdrawing from this course is required.

CHEM 101
INTRODUCTION TO CHEMISTRY
Fall/Spring, 3 credit hours
GER 2
This is an overview of chemistry which will include atomic structure, English-metric unit conversions, chemical nomenclature, the mole concept, stoichiometry, chemical reactions, states of matter, thermodynamics, gas laws, modern atomic theory and acid-base theory. It is designed for those students who have little or no chemistry background. Students must enroll in both CHEM 101 and CHEM 100 simultaneously, unless they have previously passed one of the courses. Students must also pass both CHEM 101 and CHEM 100 to receive Natural Science General Education credit. Three hours lecture per week. Conditions: For students who did not pass the NYS Chemistry Regents exam (<65), or who did not take HS chemistry. Prerequisite: Beginning Algebra (MATH 100) or high school equivalent. Corequisite: Introduction to Chemistry Laboratory (CHEM 100), or permission of instructor.

CHEM 107
INVESTIGATIVE CHEMISTRY
Spring, 3 credit hours
GER 2
This is a basic introduction to chemistry designed to cover topics and methods used in forensic science. Topics covered include atomic structure, measurements and conversions, inorganic and organic nomenclature, the mole concept, chemical reactions and stoichiometry, solution chemistry, acid-base theory, physical behavior of gases, calorimetry, chemical kinetics, dynamic equilibrium, and nuclear chemistry. Also included is the chemistry of explosions, the nature of drug molecules and how they relate to addiction, and the use of DNA in analyzing evidence. It is designed for those students who have little or no chemistry background. Conditions: For students who did not pass the NYS Chemistry Regents exam (<65) or who did not take HS chemistry. Three hours lecture per week. Prerequisite: Beginning Algebra (MATH 100) or high school equivalent, or permission of instructor. Corequisite: Investigative Chemistry Lab (CHEM 108). A student cannot receive credit for both CHEM 101 and CHEM 107.

CHEM 108
INVESTIGATIVE CHEMISTRY
LABORATORY
Spring, 1 credit hour
GER 2
This course is a laboratory course to accompany Investigative Chemistry (CHEM 107). The course provides scientific laboratory experiences in chemistry relevant to forensic science. Each exercise involves the collection of data, manipulation of the collected data, and analysis of the data. Experiments include density of plastic material, chromatographic analysis of ink, types of chemical reactions, factors that affect the rate of chemical reactions, detection of common gases, spectroscopic analysis of analgesics, qualitative analysis of blood and urine, breathalyzer test, detection of blood, heat capacity of building materials, fingerprint development methods, and detection of gunshot residue. Two hours laboratory per week. Corequisite: Investigative Chemistry (CHEM 107), or permission of instructor. A student cannot receive credit for both CHEM 108 and CHEM 100. If a student withdraws from CHEM 107 prior to the last day to withdraw, withdrawing from this course is required.

CHEM 120
GENERAL, ORGANIC, AND BIOCHEMISTRY
Fall/Spring, 3 credit hours
GER 2
An integration of general chemistry, organic chemistry, and biochemistry providing the student with a basic understanding of chemical processes and knowledge useful in a variety of degree programs. Topics include matter/atomic structure review, chemical bonding, intermolecular forces, physical behavior of gases, solutions, chemical kinetics, chemical equilibrium, acid/base equilibrium, including buffers, an overview of organic chemistry, and an overview of biochemistry. The course is particularly useful to students in health-related curricula where an understanding of life processes at the molecular level is essential. Three hours lecture per week. Prerequisites: High School Regents Chemistry (65 grade minimum), or Introduction to Chemistry (CHEM 101) and High School Algebra or Intermediate Algebra (MATH 106) or permission of instructor. Corequisite: General, Organic, and Biochemistry Laboratory (CHEM 121) the first time CHEM 120 is attempted or permission of instruction.

CHEM 121
GENERAL, ORGANIC, AND BIOCHEMISTRY LABORATORY
Fall/Spring, 1 credit hour
GER 2
The laboratory component of General, Organic, and Biochemistry (CHEM 120). The course includes experiments in measurement principles, thermodynamics, kinetics, gravimetric analysis, physical behavior of gases, spectroscopy, radiochemistry, solutions, organic chemistry separation techniques and organic chemical synthesis. Two hours laboratory per week. Prerequisites: NYS Chemistry Regents (65 grade minimum) or Introduction to Chemistry (CHEM 101) and HS algebra or Intermediate Algebra (MATH 106), or permission of instructor. Corequisite: General, Organic, and Biochemistry Laboratory (CHEM 121) or after CHEM 120 has been successfully completed, or permission of instructor. If a student withdraws from CHEM 120 prior to the last day to withdraw, withdrawing from this course is required.

CHEM 150
COLLEGE CHEMISTRY I
Fall, 4 credit hours
GER 2
This is the first semester of a two-semester college level course in chemistry. Topics include atomic structure, the periodic chart, moles, chemical reactions, stoichiometry, aqueous solutions, gas laws, gases in the atmosphere, thermochemistry, and chemical bonding theory. Three hours lecture, three hours laboratory per week. Prerequisites: NYS Chemistry Regents Exam of 65 or above or
CHEM 155
COLLEGE CHEMISTRY II
Spring, 4 credit hours
This is the second semester of a two semester college level course in chemistry. Topics include bonding, intermolecular forces, solutions, chemical kinetics, chemical equilibrium, acids and bases, chemical thermodynamics, free energy concepts, and nuclear chemistry. Three hours lecture, three hours laboratory per week. Prerequisite: College Chemistry I (CHEM 150) or permission of instructor.

CHEM 301
ORGANIC CHEMISTRY I
Fall, 4 credit hours
This course is the first semester of a two semester sequence of organic chemistry. The lecture portion of the course will include chemical bonding, acid/ base theory, thermodynamics, kinetics, organic structure, isomerism, stereochemistry, infrared spectroscopy, nmr spectroscopy, nomenclature principles, and the chemistry of several organic chemical functional groups. The laboratory portion of the course will include methods of purification/ separation of organic chemicals, chemical kinetics, instrumental analysis techniques, and several organic syntheses. Three hours lecture, three hours laboratory per week. Prerequisite: College Chemistry II (CHEM 155) or permission of instructor.

CHEM 302
ORGANIC CHEMISTRY II
Spring, 4 credit hours
This course is a continuation of Organic Chemistry I. The lecture portion of the course will include oxygen containing functional groups, aromaticity, benzene and its derivatives, carbanions, nitrogen containing functional groups, heterocyclics, and nuclear magnetic resonance. The laboratory portion of the course will consist of organic syntheses and qualitative organic analysis. Three hours lecture, three hours laboratory per week. Prerequisite: Organic Chemistry I (CHEM 301) or permission of instructor.

CHEM 430
BIOCHEMISTRY
Fall, 3 credit hours
This course provides an introduction to the structure and function of biological macromolecules, bioenergetics, and transfer of genetic information. Emphasis will be on protein structure and function, enzyme catalysis, an overview of energy metabolism, and the maintenance and expression of genetic information. Three hours lecture per week. Prerequisite: Organic Chemistry II (CHEM 302) or permission of instructor.

CHEM 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN CHEMISTRY
Fall/Spring, 1–4 credit hours
Special Topics in Chemistry will generally include topics of current interest or topics not covered in courses currently offered by the Department or in combinations not currently available.

CITA 100
COMPUTER FLUENCY
Fall/Spring, 3 credit hours
This course provides computing knowledge through the introduction of basic computing concepts by simulating a computer gaming environment and project based activities. The course is intended for students who do not meet the minimum academic requirements to enter either the Computer Information Systems or Information Technology majors but desire to pursue a major in one of those programs. Three hours lecture per week.

CITA 101
LIBRARY/INFORMATION LITERACY
Fall/Spring, 1 credit hour
This course will focus on the organization, use, and retrieval of information, both within and outside of the library. Students will gain an understanding of the characteristics of information and be able to locate and critically evaluate it. The course will focus on both print and electronic information resources. Two hours lecture per week for seven weeks.

CITA 103
INTRODUCTION TO WORLD WIDE WEB
Fall/Spring/Summer, 1 credit hour
This course will introduce students to the World Wide Web (WWW) and Microsoft Outlook. This course will offer instruction on how to use Internet Explorer and Microsoft Outlook for searching information on the Internet, send and receive e-mail, maintain a contact list, keep a calendar, and schedule meetings and events. Two hours lecture per week for seven weeks.

CITA 104
INTRODUCTION TO DATABASE
Fall/Spring/Summer, 1 credit hour
This course introduces the student to the fundamentals of database programs. Students will be exposed to the creation, maintenance and organizing of a database. The students will also create listings and reports. Two hours lecture per week for seven weeks. Prerequisite: Students are expected to possess a working familiarity with the Windows operating environment. A basic knowledge of word processing is helpful.

CITA 105
INTERMEDIATE DATABASE
Fall/Spring, 1 credit hour
This course is designed to increase the students’ knowledge of database fundamentals using an industry standard database package as the instructional platform. The student will learn to do more advanced querying of the database, create and use custom forms, create and use custom reports, use the briefcase wizard, create action queries and macro writing. Two hours lecture per week for seven weeks. Prerequisite: Introduction to Database (CITA 104) or permission of instructor.

CITA 106
INTRODUCTION TO WORD PROCESSING
Fall/Spring/Summer, 1 credit hour
This course is designed to help the student attain advanced skills and knowledge needed for effective operation of word processing software and equipment. Major emphasis will be put on hands-on experience in learning how to design letterheads and newsletters, understanding the merging process, and creating tables. Two hours lecture per week for seven weeks. Prerequisite: Introduction to Word Processing (CITA 106) or permission of instructor.

CITA 107
INTERMEDIATE WORD PROCESSING
Fall/Spring, 1 credit hour
This course is designed to help the student attain advanced skills and knowledge needed for effective operation of word processing software and equipment. Major emphasis will be put on hands-on experience in learning how to design letterheads and newsletters, understanding the merging process, and creating tables. Two hours lecture per week for seven weeks. Prerequisite: Introduction to Word Processing (CITA 106) or permission of instructor.

CITA 108
INTRODUCTION TO SPREADSHEETS
Fall/Spring/Summer, 1 credit hour
A course designed to introduce the student to the fundamentals of spreadsheets using Microsoft Excel as the instructional platform. Students will create worksheets with literal and numeric data. The numeric data will be constants and/or formulas. Students will also learn and use the relative and absolute cell reference system in formulas. Printing of spreadsheets creating line, bar, and pie graphs will also be included. Two hours lecture per week for seven weeks. Prerequisite: None. Knowledge of Windows would be beneficial.

CITA 109
INTERMEDIATE SPREADSHEETS
Fall/Spring, 1 credit hour
This course is designed to increase knowledge of spreadsheet fundamentals using an industry standard spreadsheet package as the instructional platform. The student will learn to work with lists, pivot tables, object linking and embedding, developing a complete worksheet application and macro writing. Two hours lecture per week for seven weeks. Prerequisite: Introduction to Spreadsheets (CITA 108) or permission of instructor.

CITA 110
INTRODUCTION TO INFORMATION TECHNOLOGY
Fall/Spring/Summer, 3 credit hours
This course is an introduction to information technology focusing on microcomputer applications.
Course Descriptions: COMPUTER

and application software. It includes word processing, spreadsheet, database, electronic presentation and an introduction to HTML. Personal computer terminology, hardware system components, operating systems, and current web applications are covered. Hands-on experience is utilized throughout. A student who completes CITA 110 may not receive credit for any of the following one-credit courses in a degree program: CITA 106 Introduction to Word Processing, CITA 108 Introduction to Spreadsheets, nor CITA 112 Introduction to Electronic Presentations. Successful completion of this course will fulfill the SUNY Canton Computer Competency graduation requirement. Two hours lecture, two hours laboratory per week.

CITA 111
WEB PAGE DEVELOPMENT
Fall/Spring, 2 credit hours
This course will introduce students to the development process of web pages. The student will learn how to create and edit text (.HTML) with a web authoring tool. They will learn how to use a draw/graphics software program to create, edit and use various types of graphic images (.GIF & .JPEG) to help maintain the "surfer's interest." The student will learn how to set up and maintain hyperlinks to various sites and within the original document. Also, the student will learn how to create and use tables, image maps, thumbnails and animated GIFs. Two hours lecture per week with occasional lab and coding projects. Prerequisite: Introduction to World Wide Web (CITA 103) or permission of instructor.

CITA 112
INTRODUCTION TO ELECTRONIC PRESENTATIONS
Fall/Spring, 1 credit hour
This course is designed to show the student how to use desktop presentation software to prepare professional-looking presentations, combining text, charts and graphics. The students will also learn how to create typical business charts using a spreadsheet and enhancing those charts with additional software. You will experiment with animation using a drawing program, and create a presentation using various types of charts and show it to the entire class. Two hours lecture per week for seven weeks.

CITA 152
COMPUTER LOGIC
Fall/Spring, 3 credit hours
This course provides a background in number systems, logic gates & logic circuit basics, programming concepts, relational and logical operators, and problem solving skills used in computing. It introduces students to programming concepts and program design through the study of a programming language with a reduced set of instructions. Three hours lecture per week. Prerequisite: Intermediate Algebra (MATH 106) or permission of instructor.

CITA 163
SURVEY OF INFORMATION TECHNOLOGY
Fall/Spring, 3 credit hours
An introductory survey of Information Technology (IT) and IT terminology. Emphasis is given to current and emerging technologies. Topics include: computer system components, communications and networks including the Internet, basic concepts in programming languages, information system development, IT impact on society, security, privacy, and ethics. Three hours lecture per week.

CITA 170
COMPUTER CONCEPTS AND OPERATING SYSTEMS
Fall/Spring, 3 credit hours
This is a study of the terminology and concepts associated with computer systems hardware and software. Topics will include: system hardware components, memory organization and management, operating systems, troubleshooting fundamentals, etc. Students will construct PCs and install, configure, test and troubleshoot system software to apply the various concepts covered in the course. Two hours lecture, two hours laboratory per week.

CITA 171
OPERATING SYSTEM USE AND ADMINISTRATION
Fall/Spring, 3 credit hours
This is a project intensive course covering current operating systems. The projects in this course are designed to give students an overview of operating systems, and encompass the major aspects of operating systems. This course may be used as a first step for students wishing to obtain industrial certification for current operating systems. Three hours lecture per week in a computer classroom. Corequisite: Computer Concepts and Operating Systems (CITA 170); or permission of instructor.

CITA 180
INTRODUCTION TO PROGRAMMING
Fall/Spring, 4 credit hours
This course develops methodologies and techniques for program creation and implementation. Writing, high-quality, internally-documented, well-structured programs utilizing appropriate data structures is emphasized. Although the primary language for demonstrating programming theory is C, the various techniques will also be presented using several different languages to show the commonality of the theories. Four hours lecture per week. Prerequisite: Computer Logic (CITA 152) or permission of instructor.

CITA 202
COMPUTER USER SUPPORT CONCEPTS AND SKILLS
Fall/Spring, 3 credit hours
People interested in becoming a computer support specialist or systems administrator must have strong problem-solving, analytical, and communication skills because troubleshooting and helping others are vital parts of the job. This course prepares the support specialist to maintain customer satisfaction by focusing on the needs of the customer, establishing credibility and trust, and by handling the most difficult customer scenarios. Emphasis is given to problem solving and troubleshooting, team dynamics, and interpersonal communication skills. It also provides a broad overview of the back-office operations of a help desk, and exposes the student to common industry tools and technologies used in providing exceptional customer support. A writing intensive course. Three hours lecture per week. Prerequisite: One computer related course or permission of instructor.

CITA 204
SYSTEMS ANALYSIS AND DESIGN
Fall/Spring, 3 credit hours
A course designed to guide the student through the evolution of a system, an analysis of the present flow of information; and the specifications, selection and implementation of information processing systems. The scope of a system development study will transcend mere knowledge of specific systems to include a study of the total management system. Two hours lecture, two hours laboratory per week. Prerequisites: Introduction to Programming (CITA 180), or Database Systems with Web Applications (CITA 215), or permission of instructor.

CITA 215
DATABASE SYSTEMS WITH WEB APPLICATIONS
Fall/Spring, 3 credit hours
Database management systems are studied in the context of a SQL-based product. Topics include: logical organization versus physical organization; relational, network and hierarchical models; normalization; installation and administration of a database server; and the creation of a web-based user-interface to manipulate tables. A term project is assigned. Two hours lecture, two hours laboratory per week. Prerequisite: Computer Logic (CITA 152) or permission of instructor.

CITA 220
DATA COMMUNICATIONS AND NETWORK TECHNOLOGY
Fall/Spring, 3 credit hours
A study of terminology, hardware and software associated with data communications and network technology. Areas of study will include design principles for human-computer dialogue, selection criteria for communications devices, the technology of data transmission, techniques and message protocols for line control and error processing, local area networks, networking concepts, network topologies and access control, network performance, network services and design issues, and network media and access methods. Design, configuration, operation and maintenance questions are explored. Topics will include end-user perspective, network operating systems, cabling, hardware protocols, software and applications, design, and administration. This course should be taken concurrently with Data Communications and Network Technology Lab (CITA 221). Three hours of lecture per week.
Course Descriptions: COMPUTER

Preliminary: Computer Concepts and Operating Systems (CITA 170), Operating System Use and Administration (CITA 171), Intermediate Algebra (MATH 106); Corequisite: Data Communications and Network Technology Lab (CITA 221); or permission of instructor.

CITA 221
DATA COMMUNICATIONS AND NETWORK TECHNOLOGY LAB
Fall/Spring, 1 credit hour
This laboratory course is to accompany the lectures of CITA 220 Data Communications and Network Technology course. Students will obtain hands-on experience on data communications and network technology throughout this course. Two hours laboratory per week. Prerequisites: Computer Concepts and Operating Systems (CITA 170), Operating System Fundamentals (CITA 171), Intermediate Algebra (MATH 106); Corequisite: Data Communications and Network Technology (CITA 220); or permission of instructor.

CITA 250
INFORMATION SECURITY
Spring, 3 credit hours
An introduction to various technical and administrative aspects of Information Security and Assurance. Students are exposed to the spectrum of Information Security activities, methods, methodologies, and procedures. Coverage will include inspection and protection of information assets, detection of and reaction to threats to information assets, and examination of pre- and post-intrusion procedures, technical and managerial responses and an overview of Information Security planning and staffing functions. Three hours lecture per week. Prerequisite: Data Communications and Network Technology (CITA 220) or permission of instructor.

CITA 260
INTRODUCTION TO WIRELESS TECHNOLOGY
Spring, 3 credit hours
This course introduces various aspects of wireless technology including wireless networks, authentication, protocols, security, installation considerations, and standards. Projects to determine signal strengths from different antenna types and locations are assigned. Three hours lecture per week. Prerequisite/ Corequisite: Data Communications and Network Technology (CITA 220) or permission of instructor.

CITA/MINS 307
CUSTOMER RELATIONSHIP MANAGEMENT
Fall/Spring, 3 credit hours
This course provides information systems tools for building a customer-focused organization based on customer data and information. The course focuses on using current data to enhance relationships with customers, gathering data for future marketing endeavors and providing strategic guidance to the organization. The course provides insights into customer life-cycle management, customer lifetime value and measuring customer profitability. Three hours lecture per week. Prerequisites/Corequisites: Management Information Systems (CITA/MINS 300) or permission of instructor.

CITA 310
WEB SERVER ADMINISTRATION
Fall, 3 credit hours
A comprehensive survey of all aspects of Web server administration. Students gain hands-on experience by actually installing and administering their own web servers in a lab environment. Topics include: server installation and configuration, site planning, supporting dynamic content with CGI's and ASP's server maintenance and site security. Two hours lecture, two hours laboratory per week. Prerequisite: Data Communications and Network Technology (CITA 220) or permission of instructor.

CITA/MINS 315
DECISION SUPPORT SYSTEMS
Fall/Spring, 3 credit hours
This course provides insights into customer life-cycle management, customer lifetime value, and measuring customer profitability. This course enables the student to turn raw data into information to help an organization's managers make decisions. Students will develop decision making analytical models to provide organizational leaders with potential outcomes and their effects. Students will study the network's role in distributed systems, distributed systems development tools, and distributed systems issues. Students will apply data-mining techniques supporting knowledge-management decisions. Three hours lecture per week. Prerequisites/ Corequisites: Management Information Systems (CITA/MINS 300) or permission of instructor.

CITA/MINS 330
EMERGING INFORMATION TECHNOLOGY APPLICATIONS
Spring, 3 credit hours
A comprehensive survey of emerging information technology applications. This course covers Web application development with XML, multimedia topics including graphics, audio, animation, video, presentations, desktop publishing, Web publishing, and input technologies including speech, and writing recognition. The course will also include additional continuously updated topics on most current state-of-the-art IT applications. Two hours lecture, two hours laboratory per week. Prerequisite: junior level status in a 4-year program or permission of instructor.

CITA 342
VISUAL PROGRAMMING AND DEVELOPMENT TOOLS
Fall, 3 credit hours
An introduction to the development of computer applications using rapid development tools such as Visual Basic or Visual C++. Emphasis will be on designing and managing graphical user interfaces, procedures, file management, debugging and testing. Two hours lecture and two hours lab per week. Prerequisite: Introduction to Programming (CITA 180) or permission of instructor.

CITA 352
ETHICAL HACKING AND PENETRATION TESTING
Spring, 3 credit hours
This course introduces students to a wide range of topics related to ethical hacking and penetration testing. The course provides an in-depth understanding of how to effectively protect computer networks. The topics cover the tools and penetration testing methodologies used by ethical hackers and provide a thorough discussion of what and who an ethical hacker is and how important they are in protecting corporate and government data from cyber attacks. Three hours lecture per week. Prerequisites: Information Security (CITA 250) or permission of instructor.

CITA 360
CRYPTOLOGY IN THEORY AND PRACTICE
Fall/Spring, 3 credit hours
This course provides a background in the characteristics of different cryptologic schemes. It introduces students to protocols and key establishment methods required for certificates and public-key infrastructure. Three lecture hours per week. Prerequisites: Data Communications and Network Technology (CITA 220) or Permission of the instructor.

CITA/JUST 365
DIGITAL FORENSIC ANALYSIS
Spring (every other year), 3 credit hours
This course is designed to prepare the student to complete forensic analysis of digital media and to understand the process and technical challenges of
internet investigations. The course looks specifically at how to obtain evidence from digital media, how to process network messages and logs while preserving the evidentiary chain, and how to adhere to the legal requirements of the search and seizure of digital media and related equipment and information. Two hours lecture and two hours laboratory per week. Prerequisites: Operating System Fundamentals (CITA 171) or permission of instructor.

CITA 385
COBOL FOR BUSINESS AND ACCOUNTING
As required, 3 credit hours
This course provides students with the knowledge and experience to write and modify programs written in the COBOL programming language. Classroom exercises use real world scenarios so students will gain an understanding of where COBOL fits in the business world. One 2-hour lecture / one 2-hour lab each week. Prerequisite: CITA152 or permission of the instructor.

CITA 400
QUANTITATIVE APPROACHES TO MANAGEMENT
Spring, 3 credit hours
This is the study of the decision-making process and how quantitative methods are used to find solutions to business problems. Computer software tools will be used to analyze and process data. Opportunities, problems and decisions that confront managers are analyzed and solutions are developed. Topics covered include, but are not limited to: cost-volume-profit analysis, forecasting, decision theory, linear programming, probability concepts and applications, inventory control, queuing theory, and game theory. Two hours lecture, two hours laboratory per week. Prerequisite: Statistics (Math 141) or permission of department.

CITA 420
PROGRAMMING FOR THE WEB
Fall, 3 credit hours
This is a course on programming languages and techniques for Web development. Topics include server side programming, creating dynamic, database driven content, and developing Web based client/server database applications. Two hours lecture, two hours laboratory per week. Prerequisites: Web Server Administration (CITA 310) and Emerging Information Technology Applications (CITA 330), or permission of instructor.

CITA/MINS 425
ENTERPRISE RESOURCE PLANNING
Fall/Spring, 3 credit hours
This course provides information systems tools to ensure a comprehensive resource planning system for all functions of businesses. The course will discuss the development and employment of enterprise resource planning for marketing, accounting, supply chain management, and human resources. Content will focus on practical applications of enterprise resource planning to ensure businesses get the greatest returns on information systems investment. Three hours lecture per week. Prerequisites/Corequisites: Management Information Systems (CITA/MINS 300) or permission of instructor.

CITA/MINS 430
DATA AND KNOWLEDGE MANAGEMENT
Fall/Spring, 3 credit hours
This course focuses on the development of a knowledge-management system using an organization’s tacit and explicit knowledge to execute its strategy. The course explores practices entailed in developing a knowledge infrastructure, managing the interaction of people and technology, valuing knowledge assets, leveraging teams, and transferring knowledge across organizations. Three lecture hours per week. Prerequisites/Corequisites: Management Information Systems (CITA/MINS 300) or permission of instructor.

CITA 440
NETWORK MANAGEMENT
Fall, 3 credit hours
An advanced study of network management concepts, architectures, protocols, models, tools, systems, and applications. The course concentrates on the implementation of the Simple Network Management Protocol (SNMP). Students are also introduced to the use of the Desktop Management Interface (DMI) standard and Web-based Management. Three hours lecture per week. Prerequisite: Data Communications and Network Technology (CITA 220) or permission of instructor.

CITA 441
NETWORK MANAGEMENT LAB
Fall, 1 credit hour
This laboratory course is to accompany the lectures of CITA 440 Network Management course. Students obtain hands-on experience on various network management tools, protocols, applications, and systems throughout this course. Two lab hours per week. Prerequisite: CITA 221 Data Communications and Network Technology Lab.

CITA 460
INFORMATION TECHNOLOGY AND NETWORKED ECONOMY
Fall, 3 credit hours
This course examines the fundamental concepts and components of Information Technology from both managerial and professional end user perspective. The course will also explore the foundations of information systems to the demands of electronic commerce, connectivity, and networked economy. Three hours lecture per week. Prerequisite: senior status in a four-year program or permission of instructor.

CITA 479
INFORMATION TECHNOLOGY INTERNSHIP ORIENTATION
Fall/Spring, 1 credit hour
This course is designed as the precursor to the Senior Culminating Experience for seniors in the Canino School of Engineering Technology BT programs. Seniors will meet on a weekly basis with faculty to discuss resume preparation, job interviewing, locating and establishing internships, and internship requirements. The course will include an overview of transitional steps going from student to employee. This course is a prerequisite to Canino School of Engineering Technology internships. One hour lecture per week. Prerequisites/Corequisites: All upper-level Canino School of Engineering Technology core courses. Students must have completed 6 semesters of a Bachelor of Technology program.

CITA 480
INTERNSHIP IN INFORMATION TECHNOLOGY
Spring, 6 to 12 credit hours
Supervised field work in a selected business, industry, government or educational setting. Students carry out a planned program of educational experiences under direct supervision of an owner, manager or supervisor of information technology in an organization. Each intern will be supervised by a member of the faculty on a regular basis. Written and oral reports of work experience activities will be required. Evaluation will be based on the quality of experiences gained from the internship. Approximately 300 hours of supervised activity of the 6 credit section and approximately 600 hours for the 12 credit section. Prerequisites: 9 credits of upper division CITA courses or permission of instructor.

CITA 481
SENIOR PROJECT IN INFORMATION TECHNOLOGY
Fall/Spring, 6 credit hours
The course is an alternative course for students in Information Technology program who cannot find a 12-credit Internship position. The course requires extensive project development work to integrate the specialized skills and knowledge presented throughout other courses in the Information Technology curriculum. Under the guidance of a faculty mentor, the student prepares a project proposal, conducts literature review and project implementation, submits a project report, and makes an oral presentation. Approximately 225 project activity hours. Student needs to maintain the activity log and the faculty member is responsible for monitoring the student activity. Prerequisites: Information Technology Internship Orientation (CITA 479), and senior level status in Information Technology program, or permission of the program director.

CITA 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN COMPUTING
Fall/Spring, 1-4 credit hours
Special Topics in computers will generally include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available. Prerequisite: permission of the instructor.

CONS 101
ELEMENTARY SURVEYING
Fall, 4 credit hours
Course consists of both lecture and laboratory periods. Lectures include the developmental history.
of the surveying profession, along with the underlying principles of basic theory and practice. Realistic exercises involving linear and angular measurements, leveling, field-book recording, construction layout, and traversing are performed in the outside laboratory. Computation of errors, adjustments for instrument misalignment and weather are included in the laboratory exercises. Conversion of measurements and use of the Metric (S.I.) system is also included. Students have ample opportunity for hands-on training with the extensive variety of equipment utilized in the course. Field parties are of limited size and offer “one-on-one” instruction opportunity. Three hours lecture, three hours laboratory per week. Prerequisites/Corequisites: Technical Math (MATH 135), Pre-Calculus Algebra (MATH 123) or College Algebra (MATH 121), or higher or permission of instructor.

CONS 111
COMMERCIAL STRUCTURES
Spring, 3 credit hours
The study of construction materials, practices, equipment, and terminology used in commercial construction. Lectures and laboratory periods develop theory and practice in excavation, foundation form work, masonry walls, concrete, erection of steel frame buildings, commercial wall and roof systems, interior and exterior wall finishes. Field trips to be arranged when practical. Two hours lecture, three hours laboratory per week.

CONS 112
WOOD STRUCTURES
Fall, 3 credit hours
The study of construction materials, practices, equipment and terminology used in buildings requiring wood framing. Lectures and laboratory periods develop theory and practice in layout and assembly of wood framing of floors, walls, roofs and trusses, and siding materials. Construction of a 2-story frame and/or small storage shed will serve as an application of wood framing and exterior finish fundamentals. Students will perform an individual research project with a written report. One or more field trips will be arranged. Two hours lecture, three hours laboratory per week.

CONS 132
CONSTRUCTION DRAFTING
Spring, 3 credit hours
An introduction to the fundamental principles of engineering and architectural drafting and to the basic idea that all people involved in engineer-ing/Architecture and/or construction will communicate with CADD drawings of some nature. The student will demonstrate a basic understanding of orthographic projection, perspective and isometric views, descriptive geometry, good CADD practices. A variety of construction prints will be utilized to create the ability to deal with all varieties of drawings commonly emanating from architectural engineering firms and those found on construction job sites. Throughout the course, CAD concepts are reinforced through the use of AutoCAD and software. One hour lecture, four hours laboratory per week.

CONS 151
BUILDING TRADES—BLUEPRINT READING AND DRAFTING
Fall, 2 credit hours
Instruction includes understanding the fundamental concepts in freehand sketching and instrument drawing needed for communication in the construction industry. Orthographic projection, pictorials and perspective drawing techniques will be introduced. A variety of drawings will be studied in order to become familiar with information contained on them and how they are interpreted. CERTIFICATE/AAS ELECTIVE CREDIT ONLY. One hour lecture, two hours laboratory per week.

CONS 172
TECHNICAL STATICS
Spring, 3 credit hours
Provides application of Newton’s First and Third Laws of motion in the force analysis of statically determinate structures such as pinned connections, trusses, beams, frames, and cables. The determination of centroids and moment of inertia is also covered. The course requires extensive application of geometry, trigonometry and algebra. The course provides fundamentals that are used in structural mechanics/strength of materials. Two hours lecture, two hours recitation per week. Prerequisites: College Algebra (MATH 121), College Physics I (PHYS 121), or permission of instructor.

CONS 203
ADVANCED SURVEYING
Fall, 4 credit hours
This course emphasizes fundamentals of field and office procedures used in the construction industry. Major topics covered are: mapping procedures, topographic survey methods, area determinations by coordinates, determination of volumes for earthworks, horizontal and vertical control necessary for mapping and building layout, horizontal (circular) curves, vertical (parabolic) curves, and principles of boundary surveying. The student uses modern surveying equipment in field sessions, including total stations, automatic levels and lasers, geographic positioning satellite receivers and integrated mapping and surveying software for data analysis and map compilation. Two hours lecture, six hours laboratory per week (one field session and one CAD drafting session). Prerequisite: Elementary Surveying (CONS 101) or permission of instructor.

CONS 216
SOILS IN CONSTRUCTION
Spring, 4 credit hours
Students learn about soil types, soil properties, soil classification, and basic soil property tests. Students learn how to conduct site and subsurface investigations. Introductory concepts of hydrogeology are introduced, students learn to measure and calculate hydraulic conductivity, and site dewatering techniques are discussed. Other site work related topics include: the compaction control process, slope stability and erosion control, excavation safety and support systems, and roadway subgrades materials and testing. Students learn about types of shallow foundations, deep foundations, and retaining structures and aspects of their construction as related to soil work. The laboratory component of the course explores soil testing methods and analytical problems related to lecture topics. Students learn and practice basic reporting styles used in industry. This is a writing intensive course. Two hours lecture/recitation, three hours laboratory per week. Prerequisites: College Algebra (MATH 121); or Pre-Calculus Algebra (MATH 123); or Technical Math I (MATH 135); and sophomore status, or permission of the instructor.

CONS 220
ENGINEERING MATERIALS
Spring, 3 credit hours
A study of the wide spectrum of materials used in manufacturing of discrete parts and machines. Material structure, characteristics, mechanical properties and applications will be stressed for ferrous and non-ferrous metals, plastics, and composites. This is a writing intensive course. Two hours lecture/recitation, three hours laboratory per week. Prerequisites: College Algebra (MATH 121) or Pre-Calculus Algebra (MATH 123) and College Physics I (PHYS 121) or permission of instructor.

CONS 222
CONSTRUCTION ESTIMATING
Fall, 2 credit hours
An introduction to estimating the costs of construction. Includes quantity take-off from construction plans, unit pricing of labor, material, and equipment, and extensions based on unit prices derived from industry accepted resources such as RS Means and Timberline. The CSI Master format is introduced as a method of approach and organization. One hour lecture, two hours laboratory per week. Prerequisites: Intermediate Algebra (MATH 106) or Technical Math I (MATH 135); and Computer Usage for Technicians (SOET 101), or Introduction to Engineering (ENGS 101); or Introduction to Spreadsheets (CITA 108); or permission of instructor.

CONS 226
BRIDGE BUILDING
Spring, 1 credit hour
Students are challenged to an intercollegiate bridge building competition that includes design, fabrication, and construction. Participating students gain practical experience in structural design, fabrication processes, construction planning, organization, and teamwork. Students will essentially design and construct a 21-foot long steel bridge that is both light and strong, and capable of supporting 2,500 pounds. The class will use their bridge design to represent SUNY Canton’s entry in the regional competition. Students meet for 45 hours per semester with classes scheduled according to the demands of the competition. Prerequisites: enrollment in a Canino School of Engineering Technology curriculum and permission of the instructor.
CONS 233
STRUCTURAL DRAFTING
Fall, 3 credit hours
An introduction to the preparation of drawings typically used in the structural design industry. The greatest emphasis is on the creation of structural steel details. Detailing of timber and reinforced concrete structures will also be presented and performed. The lab work engages the student with "AutoCad Revit" for structures. Building Information Modeling (BIM) is introduced. Some structural design is required. One hour lecture, four hours laboratory per week. Prerequisites: Introduction to Computer Aided Drafting and Design (SOET 116) or equivalent introductory course in the use of CAD/D. And Strength of Materials for Engineering Technicians (CONS 272), or permission of instructor.

CONS 272
STRENGTH OF MATERIALS FOR TECHNICIANS
Fall, 3 credit hours
The concepts of stress and strain are introduced and, in combination with statics principles, are used in the analysis of structural elements. Material properties such as ultimate strength, yield strength, elastic modulus, shear strength, torsional strength, and compressive strength are investigated using physical testing. The process of selecting structural elements such as pins, bolts, tension members, compression members, beams and shafts based on strength and factor of safety is presented and practiced. Two hours lecture, two hours recitation per week. Prerequisites: Technical Statics (CONS 172), Calculus I (MATH 161) or permission of instructor.

CONS 274
CONSTRUCTION MANAGEMENT
Spring, 3 credit hours
Construction management fundamentals and their applications to the conduct of a construction business. The basics of estimating, scheduling, and expediting field operation, along with construction contracts are studied. Three hours lecture per week.

CONS 280
CIVIL ENGINEERING MATERIALS
Fall, 3 credit hours
This course examines the important properties, common applications and methods for properly selecting the materials typically used in the constructed environment. The laboratory develops awareness with and expertise in conducting standardized field and laboratory testing on common civil engineering materials. The materials studied include aggregates, Portland cement concrete, masonry and asphalt. Two, one-hour lectures and one, 3-hour lab per week. Prerequisites: College Algebra (MATH 121); Pre-Calculus Algebra (MATH 123), Technical Math I (MATH 135) or permission of instructor.

CONS 285
ENGINEERING GEOLOGY
Spring, 4 credit hours
This course introduces engineers to earth processes and phenomena that impact the design, construction, and performance of engineered structures. Students learn to identify common earth materials, study the mechanical properties of rocks, and learn how earth materials respond to stress and strain resulting from natural forces and engineered structures. The impact of weather, erosion, landforms, structural deformation, earthquakes, and coastal processes on engineered structures are studied. The natural stability of slopes and mass movement hazards that impact the design and construction of structures are discussed. Additional topics include, but are not limited to: the development and composition of earth, geologic time, geologic mapping, an introduction to soil mechanics, and an introduction to surface water and groundwater principles. Laboratory exercises reinforce lecture material; and provide students with skills required by field engineers. Three hours of lecture, two hours of laboratory per week. Prerequisites: College Algebra (MATH 121); or Pre-Calculus Algebra (MATH 123); or permission of instructor.

CONS 304
REINFORCED CONCRETE DESIGN
Spring, 4 credit hours
In this course, the fundamentals of cast-in-place reinforced concrete design by the strength design method are introduced. Students design slabs, beams, girders, columns and footings in accordance with current version of American Concrete Institute Code 318. Computations are done by manual methods and spreadsheets. Students are introduced to design software. In the lab, students work through the complete design of a small multi-story commercial building. Three hours lecture, three hours laboratory per week. Prerequisites: Structural Analysis (CONS 336) and Civil Engineering Materials (CONS 280) or permission of instructor.

CONS 316
FOUNDATION DESIGN
Spring, 3 credit hours
Principles of soil mechanics are taught; stress distribution, consolidation and settlement, shear strength, and lateral earth pressure. Students apply concepts of soil mechanics to foundation design. Soil-supported foundations for buildings and structures are discussed, which include different foundation types, design methods, design considerations and criteria, and installation techniques. Students learn about shallow foundations, deep pile and drilled shaft foundations, retaining structures, and slope stability. Two hours lecture, two hours recitation per week. Prerequisites: Soils in Construction (CONS 216), and Strength of Materials (CONS 272), and Calculus 1 (MATH 161), or permission of the instructor.

CONS 322
HYDRAULICS
Spring, 4 credit hours
The basics of fluid mechanics and their application to Civil Engineering Technology are considered. Fundamental concepts presented are fluid properties, specific weight, density, specific gravity, absolute and kinematic viscosity. Major topic areas covered are resultant force and center of pressure on submerged surfaces, flow of liquids in closed conduits including pressure losses and pump requirements, flow in open channels and sewer design and flow and pressure measurement techniques. Three hours lecture, one three-hour laboratory per week. Prerequisites: Strength of Materials for Technicians (CONS 272) or permission of instructor.

CONS 324
STRUCTURAL STEEL DESIGN
Fall, 3 credit hours
An introduction to the theory, analysis and design of the elements that comprise structural steel buildings. Instruction follows the specifications and selection techniques provided in the American Institute of Steel Construction (AISC) Manual of Steel Construction. Subject areas include determination of controlling load combinations, analysis and selection of tension members, analysis and selection of flexural members, analysis and selection of compression members; fastener strength and connection design and combined bending and axial stresses (beam-columns). Two hours lecture, two hours recitation per week. Prerequisites: Materials Testing (MECH 221), Structural Analysis (CONS 336), or permission of instructor.

CONS 336
STRUCTURAL ANALYSIS
Fall/Spring, 3 credit hours
Analysis of statically determinate and indeterminate structures. Influence lines, moving loads, member forces and stresses, deflections, flexibility and stiffness analyses. Computer applications. Three hours lecture per week. Prerequisites: Strength of Materials for Technicians (CONS 272), Calculus II (MATH 162), or permission of instructor.

CONS 338
ADVANCED MECHANICS OF MATERIALS
Spring, 3 credit hours
This course includes analysis of statically indeterminate structures and deflections using the principle of virtual work. Special topics in stress analysis such as internal loads due to temperature, torsion, unsymmetrical bending circumferential stresses, buckling and beams on an elastic foundation are included. The finite element method is introduced. Three hours lecture per week. Prerequisites: Structural Analysis (CONS 336) or permission of instructor.

CONS 350
INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS
Spring, 3 credit hours
The course introduces students to GIS terminology, the concept of relational databases, spatial data models, topology, raster data and vector data. Data entry methods including quality control and metadata are discussed. The student is introduced to spatial analysis applications including terrain analysis, cartographic modeling and visualization. Students apply knowledge in the laboratory using GIS software. Two hours lecture, three hours labora-
Course Descriptions: CIVIL/CONSTRUCTION

CONS 366
STRUCTURAL STEEL DETAILING  
Fall, 3 credit hours  
An acquaintance with the properties, dimensions, and characteristics of present day shapes and forms is achieved by making detail and erection drawings reflecting present day fabrication and erection procedures for structural steel. Mill practices, tolerances, and billings are considered. Proper drafting techniques are observed. Selection and detailing of beams, girders, columns, and connections is carried out. Drawing prints of columns and connections is carried out. Drawing prints are made for checking purposes from the pencil drawings. The AISC handbook is used extensively as a reference. One hour lecture, four hours laboratory per week. Prerequisites: Structural Steel Design (CONS 324), Computer Drafting (SOET 116), or permission of instructor.

CONS 368
BUILDING ELECTRICAL AND MECHANICAL SYSTEMS  
Offered as needed, 3 credit hours  
An introduction to the major components that comprise the electrical and mechanical (HVAC) systems in a commercial building. Students study and interpret construction plans associated with these systems. Water supply, waste, drain and vent calculations are performed. Students are required to perform heat and energy calculations. Issues that impact building environmental health and indoor air quality are presented. Alternative energy approaches to heating, cooling and providing power to buildings are introduced. Three hours lecture per week. Prerequisites: College Algebra (MATH 121) or permission of instructor.

CONS 370
TIMBER DESIGN  
Fall, 3 credit hours  
The dimensional features, structural properties and behavior under load of wooden structural members are presented. Students learn standard methods for the analysis and design of timber-framed structural elements including beams, joists, rafters, posts (columns), braces, gussets and fasteners. Load and Resistance Factor Design and Allowable Strength Design are employed. Use and selection of engineered lumber products such as glulams and laminated veneer lumber is included. Two hours lecture, four hours recitation per week. Prerequisites: Structural Analysis (CONS 336), or permission of instructor.

CONS 372
HIGHWAYS AND TRANSPORTATION  
Spring, 3 credit hours  
This course covers the design of horizontal and vertical highway alignments in accordance with American Association of State Highway and Transportation Officials (AASHTO) requirements from survey data, topographic maps and traffic data. Analysis of alternate plans using benefit cost ratios based on road user costs and first costs are included. Setting of traffic light timing for optimum traffic flow and design of parking is introduced. Three hours lecture per week. Prerequisites: Advanced Surveying (CONS 203), Civil Engineering Materials (CONS 280), or permission of instructor.

CONS 375
STRUCTURAL ENGINEERING DESIGN  
Spring, 3 credit hours  
This course is an introduction to the design of structural steel, reinforced concrete and wood. This course is taught on the basis of statically determinate structures. Students are introduced to the Load and Resistance Factor (LRFD) and Allowable Stress Design (ASD). Analysis and selection of tension members, columns and beams is incorporated. Two 1-hour lecture and one 2-hour recitation per week. Prerequisites: Civil Engineering Materials (CONS 280) and Strength of Materials for Technicians (CONS 272) or permission of instructor.

CONS 385
HYDROLOGY AND HYDROGEOLOGY  
Fall, 4 credit hours  
This course includes the study of surface and groundwater systems, with an emphasis on civil and environmental engineering related topics. Surface water topics include: principles of hydrology, hydrologic cycle, surface water environments, surface water flow, flood hazard analysis, watershed management and river engineering, and drainage basins. Specific groundwater topics include: principles of hydrogeology, aquifers, aquitards, groundwater flow regimes, well construction and testing, porosity and permeability of earth materials, and aquifer property testing and analysis. Laboratory and field exercises are used to introduce students to technologies and analytical methods used by industry to understand surface and groundwater systems. Three hours lecture, two hours laboratory per week. Prerequisites: Engineering Geology (CONS 285) or Civil Engineering Materials (CONS 280) or Soils in Construction (CONS 216); and Calculus I (MATH 161) or permission of instructor.

CONS 386
WATER QUALITY  
Fall, 4 credit hours  
Water is one of Earth’s most valuable resources. The quality of water is essential to human health, the environment, and industrial/engineering use. This course provides students with the knowledge to determine the quality of water and how it is impacted by contaminants. Course content expands upon concepts of basic chemistry to study areas of aqueous chemistry that relate to water quality analysis. Specific topics include the physical, chemical, and biological characteristics of water and the significance and interpretations of water quality properties. The fate of contaminants in natural and engineered environments are studied. Environmental and engineered systems are modeled in order to study contaminant fate and reaction kinetics. Laboratory sessions use standard water quality testing practices that are currently used in industry. Three hours lecture, three hours laboratory per week. Prerequisites: Calculus I (MATH 161), College Chemistry I (CHEM 150), or permission of the instructor.

CONS 387
WATER AND WASTEWATER TREATMENT TECHNOLOGIES  
Spring, 3 credit hours  
The treatment of water is necessary to achieve the required quality necessary for a desired end-use. End-use may include, but is not limited to, drinking water, medical use, and industrial use. The treatment of wastewater streams is necessary to achieve an effluent stream suitable for disposal or possible additional processing for reuse. This course explores different chemical and physical methods of treatment for water and wastewater streams. Course content expands upon concepts learned in basic chemistry courses. Specific topics include the physical, chemical, and biological treatment processes of water and wastewater streams. Students learn design concepts and system operations for water and wastewater treatment plants. There is also a discussion of related water and wastewater quality standards and regulations. Laboratory sessions demonstrate standard water and wastewater treatment practices that are currently used in industry. Two hours lecture, three hours laboratory per week. Prerequisites: College Chemistry I (CHEM 150) and Calculus I (MATH 161) or permission of the instructor.

CONS 432
CIVIL DRAFTING AND DESIGN  
Fall/Spring, 3 credit hours  
This course covers the design of infrastructure for land development and the preparation of plans and specifications to construct it. Students design and prepare drawings for water supply, storm sewers, sanitary sewers, roads and site grading and drainage using CAD software. Two hours lecture, three hours laboratory per week. Prerequisites: Hydraulics (CONS 122), Hydrology and Hydrogeology (CONS 385), Soils in Construction (CONS 216), Highways and Transportation (CONS 372), or permission of instructor.

CONS 472
ADVANCED HIGHWAY DESIGN  
Spring, 3 credit hours  
This course focuses on the design of pavements in consideration of subgrade conditions and anticipated traffic load and on drainage of roads to meet design storm conditions. Topics include thickness design of pavements, techniques for subgrade improvement, geotextiles, and design of culverts for design storm conditions. Three hours lecture per week. Prerequisites: Hydraulics (CONS 122), Hydrology and Hydrogeology (CONS 385), Soils in Construction (CONS 216), Highways and Transportation (CONS 372), or permission of instructor.
CONS 477
CAPSTONE PROJECT
*Spring, 3 credit hours*

This course provides a learning experience that allows a student to propose, design, and implement a project. This could be a study of a problem and solution of specific equipment, new project design, improvement of an existing product, and many others. All projects must be approved by course faculty. Three hours lecture per week. Prerequisites: Completion of seven semester coursework or permission of the program director.

CONS 485
SOLID WASTE MANAGEMENT
*Spring, 3 credit hours*

This course will introduce students to the governing, management, science, and engineering that impacts solid waste. The role of the federal government in the management of municipal solid waste is discussed, in conjunction with state solid waste legislation. Different types of solid waste streams (e.g. household waste, construction and demolition waste) and their characteristics will be examined. Students learn how to plan municipal solid waste management programs. A significant portion of the course will be spent on solid waste landfill engineering and design (e.g. liner systems, covers, leachate collection and treatment systems, groundwater flow and monitoring, gas migration and collection). Construction and operational principles of landfills are discussed. Opportunities for reduction, reuse, and recycling of solid waste are discussed as one solid waste management technique. Three hours of lecture per week. Prerequisites: Hydrology and Hydrogeology (CONS 385), Soils in Construction (CONS 216) or permission of instructor.

CONS 486
SOIL AND GROUNDWATER REMEDIATION
*Fall/Spring, 3 credit hours*

Students learn about the different types and characteristics of soil and groundwater contaminants. Remedial methods and technologies for soil and groundwater contamination are examined. There is review and discussion of federal and state guidance, regulations, and other pertinent legislation. Three hours of lecture per week. Prerequisites: Hydrology and Hydrogeology (CONS 385); and College Chemistry I and lab (CHEM 150); and Engineering Geology (CONS 285) or Civil Engineering Materials (CONS 280) or Soils in Construction (CONS 216); or permission from the instructor.

CONS 487
WATER RESOURCES ANALYSIS, MANAGEMENT, AND DESIGN
*Spring, 3 credit hours*

This course includes advanced open channel hydraulics, advanced surface water hydrology and groundwater, and well hydraulics. Management of water resources including reuse and alternative supplies is discussed. Conveyance and distribution water, as well as wastewater and stormwater collection and engineering are discussed. Students perform calculations by hand or with spreadsheets and are introduced to public domain software and the Arc-Hydro data model for Geographic Information Systems. Three hours lecture per week. Prerequisites: Hydraulics (CONS 322), Hydrology and Hydrogeology (CONS 385), Introduction to Geographic Information Systems (CONS 350), or permission of instructor.

CONS 291-295, 391-395, OR 491-495

SPECIAL TOPICS IN CIVIL/CONSTRUCTION ENGINEERING TECHNOLOGY

*Fall/Spring, 1-4 credit hours*

Special Topics in Civil/Construction Engineering Technology will generally include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available. Prerequisite: permission of the instructor.

DHYG 140
PRE-CLINICAL DENTAL HYGIENE THEORY
*Fall, 2 credit hours*

This course is an introduction to dental hygiene theory including the dental hygiene process of care with emphasis on professionalism, basic instrumentation skills and patient assessment processes. A minimum grade of “C” is required. Department policy requires the student to achieve 75% proficiency in all dental hygiene courses to proceed to the next level of study. Students must be matriculated in the Dental Hygiene Program. Two hours of lecture per week. Corequisites: Pre-Clinical Dental Hygiene (DHYG 141) or permission of instructor.

DHYG 141
PRE-CLINICAL DENTAL HYGIENE
*Fall, 2 credit hours*

This course prepares students to perform the specific skills outlined in the Dental Hygiene Process of Care. Emphasis is placed on professionalism, infection control, basic instrumentation skills and patient assessment processes. Patient assessment processes include conducting a medical history interview, documentation of vital signs, head and neck cancer screening exams, caries detection, assessment of deposits and an evaluation of the periodontium. This will be accomplished through lab demonstrations and clinical practice on manikin and/or lab partners, culminating with two patient experiences. All students must submit a comprehensive health history to the clinic coordinator prior to sitting as a practice patient in the clinic. A minimum grade of “C” is required. Department policy requires the student to achieve 75% proficiency in all dental hygiene courses to proceed to the next level of study. Students must be matriculated into the Dental Hygiene program, have CPR/AED and First Aid certification, and have proof of current malpractice insurance. Eight hours lab per week. Students must reserve 2 hours of additional time each week to be spent further developing their clinical skills. Corequisites: Pre-Clinical Dental Hygiene Theory (DHYG 140), or permission of instructor.

DHYG 142
PREPARATION FOR THE PATIENT APPOINTMENT
*Fall, 1 credit hour*

This course introduces the student to the OSHA infection control protocols that are designed to reduce the transfer of pathogens in the clinical setting. It also enables students to practice preparing the dental unit and treatment room for patient care. Students will learn and practice the technique for assessing vital signs, including pulse, respiration, and blood pressure, and to perform a head and neck cancer screening examination. This will be accomplished through lab demonstrations and clinical practice on a lab partner. Students must attend 2 hours of clinical practice each week. Prerequisites: Must be matriculated in the Dental Hygiene program, or permission of instructor.

DHYG 145
DENTAL RADIOLOGY
*Fall, 3 credit hours*

Students will study the production, characteristics, and legal significance of x-rays and their use in the dental setting, the safety measures necessary for the protection of the operator and the patient, the exposure, processing, mounting and storage of films, errors in technique and their methods of corrections. A minimum grade of “C” is required. Students must be matriculated into the Dental Hygiene program. Two hours lecture, two hours laboratory per week.

DHYG 147
HEAD & NECK ANATOMY
*Spring, 2 credit hours*

Students study the structure and anatomical systems of the head and neck and are exposed to selected body systems. Emphasis will be placed upon aspects of those systems and structures that have dental significance. This course provides the foundation for conducting a cancer screening exam in the clinical setting and the administration of local anesthesia as part of dental hygiene care. A minimum grade of “C” is required. Two hours of lecture per week. Prerequisite: Matriculation in the Dental Hygiene program or permission of instructor.

DHYG 150
DENTAL HYGIENE THEORY I
*Spring, 2 credit hours*

This course elaborates and expands upon the theories presented in Pre-Clinical Dental Hygiene Theory (DHYG 140); and introduces additional information required when rendering individualized patient care. Specific topics will include dental considerations for patients with chronic diseases taking medications that may impact one’s dental health, recording and reading dental charts, recognizing varying levels of dental disease and determining appropriate interventions. Emphasis will be placed on instrument sharpening and utilization of the ultrasonic scaler to aid in effective removal of deposits. Students must also register for DHYG 151. A minimum grade of “C” is required to proceed to the next level of study. Two hours of lecture each week. Corequisites: Clinical Dental Hygiene 1 (DHYG 151), or permission of instructor.
DHYG 151  CLINICAL DENTAL HYGIENE I  
*Spring, 3 credit hours*

This course is a continuation of Pre-Clinical Dental Hygiene (DHYG 141). Students will practice and develop their skills when assessing, planning and implementing care for the child, teen, adult and geriatric patient. Emphasis is placed on the healthy patient as well as patients with gingivitis or slight periodontitis. Although the department has a database of patients to work from, the student is responsible for recruiting new patients. A minimum grade of “C” is required to proceed to the next level of study. Students must have Professional Level CPR/AED certification, and have proof of current malpractice insurance. Eight hours of clinic per week and 28 hours of laboratory instruction where students will learn dental charting, polishing, instrument sharpening, and how to audit a patient record. Corequisites: Dental Hygiene Theory 1 (DHYG 150), or permission of instructor.

DHYG 155  INFECTION CONTROL  
*Fall, 1 credit hour*

This course provides an introduction to the microbial world. Students will receive an overview of the infectious diseases the dental team is potentially exposed to while providing treatment in the dental office, with a strong emphasis on hepatitis, tuberculosis, HIV, and the herpes viruses. Students will be presented with the rationale for practicing infection control procedures; including the use of appropriate PPE, proper equipment asepsis, and instrument processing. Students will also gain experience developing various aspects of an office safety program and a quality assurance log. OSHA regulations and CDC guidelines provide the foundation for course content. A minimum grade of “C” is required. One hour of lecture per week. Prerequisite: Dental Hygiene matriculation or permission of instructor.

DHYG 156  ORAL ANATOMY  
*Fall, 2 credit hours*

This is a hybrid course that blends traditional classroom time with online instruction. This course examines the structure and function of teeth and associated oral tissues and structures. In lab, the student has an opportunity to practice identifying teeth, landmarks in the oral cavity, describing gingiva, classifying occlusion, as well as individual and group malrelationships. A minimum grade of “C” is required. Students must be matriculated in the Dental Hygiene program. One hour lecture, two hours laboratory per week. Corequisite: Pre-Clinical Dental Hygiene (DHYG 141) or permission of instructor.

DHYG 159  DENTAL HEALTH EDUCATION  
*Spring, 2 credit hours*

This course provides the necessary background for developing communication skills during individualized instruction in the clinic and group presentations within the community. Students will learn to assess the needs of a diverse population of patients, and will utilize that assessment information to critically develop a dental hygiene diagnosis and appropriate preventive treatment plan for a variety of patients. Throughout this course, students will be exposed to various preventive strategies that can be used to promote and maintain oral health. The student is expected and to develop either a patient education brochure that can be used chairsides or design a bulletin board for the clinical area that portrays a preventive message to the observer. Minimum grade of “C” is required. Two hours lecture per week. Corequisite: Clinical Dental Hygiene I (DHYG 151) or permission of instructor.

DHYG 160  DENTAL PATHOLOGY  
*Spring, 2 credit hours*

This course provides the student with a background in both oral and general pathology. A survey of pathologic foundations in the diagnosis process, normal and abnormal conditions of tissues of the body and the mouth, and correlation of physical and dental health in preparation for patient care in the clinical setting. A minimum “C” grade is required. Two hours lecture per week. Prerequisites: Matriculation in the Dental Hygiene program or permission of instructor.

DHYG 161  HISTOLOGY & EMBRYOLOGY  
*Fall, 1 credit hour*

This course provides the foundation for assessing a patient’s oral health status in the clinical setting. During the assessment phase of care, the hygiene student must be capable of distinguishing normal, a variant of normal or a developmental abnormality from a pathology. This course contains basic, general histological information with a focus on oral tissues and oral facial development. A minimum “C” grade is required. One hour of lecture per week. Prerequisite: matriculation in the Dental Hygiene program or permission of instructor.

DHYG 190  RADIOGRAPHIC INTERPRETATION  
*Spring, 2 credit hours*

This course is a continuation of Dental Radiology (DHYG 145). Students will learn to identify and interpret landmarks, dental materials, periodontal conditions, pathologies, decay and patient positioning errors seen radiographically on periapical, bitewing and panoramic radiographs. Students will work in small groups in lab to learn conventional panoramic radiology technique and exposure, as well as, develop their radiographic interpretation skills. A minimum grade of 75% is required in both lecture and lab prior to averaging grade for a total course grade. A minimum “C” grade is required. One hour of lecture and two hours of lab per week. Prerequisites: Matriculation in the Dental Hygiene program or permission of instructor. Corequisites: Clinical Dental Hygiene I (DHYG 151) or permission of instructor.

DHYG 215  PAIN MANAGEMENT  
*Fall, 1 credit hour*

This course is designed to prepare the dental hygiene student with the necessary theory to appropriately treat pain and successfully administer topical anesthesia, local infiltration anesthesia and/or nitrous oxide analgesia to increase patient comfort and control pain when providing dental hygiene services. This course is taught in a seminar format and includes fifteen hours of classroom instruction. Prerequisite: matriculation in the Dental Hygiene program, or permission of instructor.

DHYG 220  PERIODONTAL THERAPY I  
*Fall, 2 credit hours*

Emphasis is placed on the structural anatomy of the periodontium, microbiology of plaque biofilm, and the pathology of periodontal disease. The student will learn to identify risk factors for periodontal disease, the various components of a comprehensive periodontal chart, treatment modalities utilized in the management of periodontally involved patients, appropriate maintenance intervals, as well as the criteria for determining appropriate referral to a periodontal specialist. A minimum “C” grade is required. Two hours lecture per week. Prerequisite: matriculation in the Dental Hygiene program or permission of instructor. Corequisites: Dental Hygiene II Lecture/Lab (DHYG 250), Clinical Dental Hygiene II (DHYG 251).
Course Descriptions: DENTAL HYGIENE

DHYG 241  
DENTAL MATERIALS LAB  
Fall, 1 credit hour  
This course provides an opportunity for the dental hygiene student to practice and master proper technique when managing pain during a dental hygiene appointment. Successful completion of this course will enable the student to qualify for NYS certification in local anesthesia. Emphasis will also be placed on the following dental hygiene skills: extrinsic stain removal, utilization of the intraoral camera, digital radiography, utilization of desensitizing agents, management of the periodontal patient, advanced instrumentation techniques utilized when providing hygiene services for periodontally involved patients. One hour lecture, three hours of laboratory per week. Corequisite: Introduction to Dental Hygiene I (DHYG 240), or permission of instructor. A minimum grade of "C" is required to proceed to the next level of study. A minimum grade of "C" is required to proceed to the next level of study. One hour lecture per week.

DHYG 250  
DENTAL HYGIENE II LECTURE/LAB  
Fall, 2 credit hours  
This course provides an opportunity for the dental hygiene student to practice and master proper technique when managing pain during a dental hygiene appointment. Successful completion of this course will enable the student to qualify for NYS certification in local anesthesia. Emphasis will also be placed on the following dental hygiene skills: extrinsic stain removal, utilization of the intraoral camera, digital radiography, utilization of desensitizing agents, management of the periodontal patient, advanced instrumentation techniques utilized when providing hygiene services for periodontally involved patients. One hour lecture, three hours of laboratory per week. Corequisite: Matriculation in the Dental Hygiene program, Clinical Dental Hygiene II (DHYG 251), or permission of instructor. A minimum grade of "C" is required to proceed to the next level of study. A minimum grade of "C" is required to proceed to the next level of study. One hour lecture per week.

DHYG 251  
CLINICAL DENTAL HYGIENE II  
Fall, 3 credit hours  
This course is a continuation of Clinical Dental Hygiene I (DHYG 151) with continued emphasis on the dental hygiene process of care. Students will not only provide continued care for patients treated in the second semester but will also assess, plan and implement care for patients with advanced periodontal disease. Students are also expected to demonstrate more efficient time management skills so they are prepared to enter the workforce. Students will attend 12 hours of clinical each week. A minimum grade of "C" is required to proceed to the next level of study. Students must have current CPR/AED certification, and have proof of current malpractice insurance. Corequisite: Clinical Dental Hygiene II Lecture Lab (DHYG 250), or permission of instructor. A minimum grade of "C" is required to proceed to the next level of study. A minimum grade of "C" is required to proceed to the next level of study. One hour lecture per week.

DHYG 256  
MEDICAL EMERGENCIES IN THE DENTAL OFFICE  
Fall, 1 credit hour  
This course discusses the steps taken to reduce the risk of medical emergencies in the dental office; prepares the student to identify the early signs of various medical emergencies, and summarizes the steps taken to properly manage emergency situations while waiting for the professionals to arrive on the scene. A minimum grade of "C" is required to proceed to the next level of study. One hour lecture per week.

DHYG 260  
COMMUNITY DENTAL HEALTH  
Spring, 2 credit hours  
This writing intensive course is an introduction to the philosophy of community dental health and explores principles of community based oral health program assessment, planning, implementation, and evaluation. In addition, fluoridation, epidemiology of dental diseases, and the use of biostatistical methods and materials for research program planning and assessment are discussed. A minimum "C" grade is required to graduate. Prerequisite: matriculation in the Dental Hygiene program, or permission of the instructor. Corequisite: Clinical Dental Hygiene III (DHYG 270).

DHYG 270  
CLINICAL DENTAL HYGIENE III  
Spring, 4 credit hours  
This course is a continuation of DHYG 251 Clinical Dental Hygiene II with emphasis on individualized comprehensive dental hygiene care for the periodontally involved patient. Students will manage topical and local anesthesia to manage patient discomfort during scaling and root planing procedures. Each student will also have an opportunity to administer a locally delivered antimicrobial agent. Instructional labs will be utilized to acquire practice managing patients in specialty practices and alternative practice settings such as nursing homes. Students will also expand upon the pain management skills taught in DHYG 251 through the administration of nitrous oxide analgesia. Students must have current CPR/AED certification and malpractice insurance. A minimum "C" grade is required to graduate. Three hours teaching laboratory; 12 clinical hours per week. Matriculation in the Dental Hygiene program or permission of instructor.

DHYG 280  
ETHICS & JURISPRUDENCE  
Spring, 1 credit hour  
This course is designed to show the relationship between the law and the dental profession; and to provide the hygiene student with the necessary skills to practice within the law. All students will complete a child abuse recognition training that will fulfill the necessary prerequisite requirement for licensure in NYS. Students will not only recognize signs of abuse but will become familiar with the reporting protocols. All students will develop a resume and will have an opportunity to participate in a mock interview. The course will conclude with discussions on marketing and practice management techniques that will prepare students for entry into the workforce. A minimum "C" grade is required to graduate. One hour lecture per week. Prerequisite: matriculation in the Dental Hygiene program or permission of the instructor.

DHYG 285  
SENIOR SEMINAR  
Spring, 1 credit hour  
This capstone course emphasizes case based learning, which involves the integration of theory, knowledge, and research and the practical application to patient care. Students will review cases and apply the knowledge accumulated in their two years of dental hygiene studies to plan and manage care for the pediatric, geriatric, adult, periodontal, and the medically compromised patient. The course is designed to prepare students for the dental hygiene licensing exams. All students will participate in a pretest and a mock national examination. Prerequisites: matriculation in the Dental Hygiene program or permission of the instructor.

DHYG 290  
SPECIAL NEEDS PATIENTS  
Spring, 1 credit hour  
This course will heighten the hygiene student’s understanding of the dental needs of patients with varying medical conditions as well as those with physical, sensory and emotional conditions that can impact a patient’s oral health and require modified care during the dental appointment. Understanding the dynamic oral-systemic link will enable the student to develop appropriate treatment plans and provide personalized care. Students will also expand upon the pain management skills taught in DHYG 251 through the administration of nitrous oxide analgesia. Students must have current CPR/AED certification and malpractice insurance. A minimum "C" grade is required to graduate. A minimum "C" grade is required to graduate. Three hours lecture per week. Prerequisite: matriculation into the Dental Hygiene program or permission of the instructor.

DHYG 310  
CONTEMPORARY ISSUES IN DENTAL HYGIENE  
Spring, 3 credit hours  
This course examines current societal and professional issues and their impact on dental hygiene practice. The student will discuss the Healthy People 2020, including issues, trends, disparities and opportunities. Students will examine the roles of the dental hygienist and discuss the dental hygienists' role in increasing access to dental care. Students will research and compare traditional and alternative practice models, and propose changes to improve dental care delivery. This is a writing intensive course in which the student will prepare a manuscript for publication following ADHA author guidelines. Three hours lecture per week. Prerequisite: Junior level status in Dental Hygiene or permission of instructor.

DHYG 340/BSDAD 340  
MANAGEMENT COMMUNICATIONS  
Fall/Spring, 3 credit hours  
This course introduces students to the foundations of effective management communication. It focuses on communicating strategically and persuasively in a professional environment. Skills such as advocacy, framing issues clearly and strategically, preparing a team for communicating in a competitive environment, facilitating meetings, and adapting arguments to audiences' needs will be developed. Three hours lecture per week. Prerequisites:
Course Descriptions: DENTAL HYGIENE, EMERGENCY MANAGEMENT

Expository Writing (ENGL 101) and junior level status or the permission of the instructor.

DHYG 350 CURRENT ISSUES IN PERIODONTICS
Fall, 3 credit hours
Students taking this course will research and discuss current studies in periodontology and related disciplines to identify factors which may modify theory or practice. Focus will be placed on the relationship of periodontal health to systemic health, current concepts in etiology, risk factors, assessment, and treatment. Three hours lecture per week. Prerequisite: Junior level status in Dental Hygiene.

DHYG 360 DENTAL HYGIENE TEACHING METHODOLOGY
Fall, 4 credit hours
This course provides the dental hygienist with the background to become an effective classroom and clinical instructor. Students will discuss the current philosophy of dental hygiene education and the American Dental Associations’ accreditation requirements regarding course syllabi, instructional objectives, learning experiences, evaluation procedures and remediation policies. Students will explore the various learning styles and classroom techniques that can be utilized to incorporate all learning styles, motivate the learner and enhance the learning process. Four hours lecture per week. Prerequisite: Junior level status in Dental Hygiene.

DHYG/NURS 370 RESEARCH METHODS IN SOCIAL AND HEALTH SCIENCES
Fall/Spring, 3 credit hours
This course provides an intense comprehensive study of the scientific research process utilized in the social and health sciences. Students will be trained to be critical consumers of published research and will be expected to complete a research project. Topics that will be covered include the underlying theory of research; and data management and presentation. Three hours lecture per week. Prerequisite: Introduction to Psychology (PSYC 101), or Introduction to Sociology (SOCI 101), or Introduction to Science and Technology of Behavior (SSCI 245), or Principles of Macroeconomics (ECON 101), or Principles of Microeconomics (ECON 103); Statistics (MATH 141) or equivalent course work, and Expository writing (ENGL 101) or Oral and Written Expression (ENGL 102); or permission of the instructor. Additionally, students must have at least junior level status or permission of the instructor.

DHYG 385 ORIENTATION TO INTERNSHIP
Fall, 1 credit hour
An internship is required to complete degree requirements for the Bachelor of Technology in Dental Hygiene. This course is a prerequisite course that will provide students with a clear sense of direction and will enhance success in DHYG 390. The instructor will discuss best practices when searching for internship opportunities as well as the fundamentals for developing an internship contract. This course is a prerequisite course that meets SUNY Canton guidelines. Students are expected to identify their anticipated goals, write reflective statements and develop a template for their internship portfolio. One hour lecture per week. Prerequisite: Must have completed two semesters of the Bachelor of Technology in Dental Hygiene program.

DHYG 390 DENTAL HYGIENE INTERNSHIP
Spring, 6 credit hours
This internship course enables students to acquire practical experience in a variety of professional settings that draw on concepts and skills gained from the academic experience. Students will develop new knowledge and skills by taking an active role in the cooperating organizations. Students will develop an internship contract based on personal interests and career aspirations. Internship proposals must be presented and approved prior to registration for the course. Students must complete a minimum of 240 hours of internship study. Prerequisite: Must have completed three semesters of the Bachelor of Technology in Dental Hygiene program, and Orientation to Internship (DHYG 385), or permission of instructor.

DHYG 291-295, 391-395, OR 491-495 SPECIAL TOPICS IN DENTAL HYGIENE
Fall/Spring, 1-4 credit hours
An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in dental hygiene.

EADM 220 COMMUNITIES: PREPAREDNESS & DEFENSE
Spring, 3 credit hours
The course prepares participants to help reduce the growing toll (deaths and injuries, property loss, environmental degradation, business and economic disruption) associated with disasters in the United States by providing an understanding of these processes and technologies (hazards risk management process) that organize preparedness and response in a constructive framework that may be applied at all levels of communities and government service organizations. Presents a natural and technological risk analysis, applies the four phases of Comprehensive Energy Management (CEM), and stresses development of personal and community emergency plans. Three hours lecture per week.

EADM 222 DISASTER MANAGEMENT & PREPAREDNESS
Spring, 3 credit hours
This course presents the theories, principles, and approaches to emergency management. The philosophy of Comprehensive Emergency Management (CEM) will be discussed with the four attendant steps of: mitigation, preparedness, response, and recovery. An analysis of past disasters will be presented along with their impacts on policy formation leading up to the current FEMA all-hazards approach. The role, duties, and importance of the Emergency Manager will be discussed throughout the semester. Finally, a brief review of basic legal issues involving emergency management will be presented. Three hours lecture per week.

EADM 223 RISK & HAZARD IMPACT STUDIES
Fall/Spring, 3 credit hours
This course focuses on a generalized technical understanding and an awareness of various types of natural hazards. Central to the course is the understanding of technical cooperation regarding hazard and vulnerability assessments, inclusion of hazard mitigation measures in the formulation of investment projects, use of geographic information systems for mapping and analysis, and urban watershed planning for hazard and resource management. The course includes some, but not all, of the disaster mitigation and integrated development planning. Three hours lecture per week.

EADM 224 LEGAL ISSUES IN EMERGENCY AND DISASTER MANAGEMENT
Spring, 3 credit hours
This course provides a general overview of the major legal and liability issues in emergency management. The focus is on the legal environment within which emergency managers operate, including their roles in rule-making, policy administration, and their potential personal legal liability for discretionary actions. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral & Written Expression (ENGL 102), and Risk and Hazard Impact Studies (EADM 205) or permission of instructor.

EADM 400 INCIDENT COMMAND: SYSTEM COORDINATION & ASSESSMENT
Fall, 3 credit hours
The Incident Command System (ICS) is the nationally recognized effective system for managing emergencies and disasters. Several states and federal agencies have adopted ICS as their standard for emergency management. ICS provides education and training for those who are not first responders (i.e., law enforcement, fire, or emergency medical
services personnel) who may be called upon to function in an ICS environment. The course includes a large number of scenarios, examples, and opportunities for students to apply what they have learned. Three lecture hours per week. Prerequisite: Incident Command: System Coordination & Assessment (EADM 400) or permission of the instructor.

EADM 430 SIMULATED DISASTER TRAINING  
Fall, 3 credit hours  
This course is designed for students to acquire the knowledge and skills necessary to conduct, develop, and evaluate activities and exercises. Students will assess and evaluate an exercise in actual emergency and/or disaster situations. Three hours lecture per week. Prerequisites/Corequisites: Management Communications (BSAD 340) and Incident Command: System Coordination & Assessment (EADM 400) or permission of instructor.

EADM 435 DISASTER SIMULATION  
Spring, 6 credit hours  
The course is a highly structured applied interactive educational and training simulation experience that requires the student to participate in sequential exercises that focus on the application of skills and abilities in emergency and disaster management. Students will create an operational scenario, assess its application, calculate applicable scenario coordination, and conduct the evaluation of exercises(s) participant performance associated with an actual emergency and/or disaster situation. Participants are required to develop, conduct, and evaluate these activities through the use of phased proficiency exercise applications. Six hours lecture per week. Prerequisite: Simulated Disaster Training (EADM 430) or permission of instructor.

EADM 480 INTERNSHIP IN EMERGENCY AND DISASTER MANAGEMENT  
Fall or Spring, 3, 6, or 9 credit hours  
The EADM internship is an academic program integrating classroom work and practical experience with cooperating agencies. The internship allows seniors the opportunity to apply classroom learning in emergency and disaster response associated agencies. It is a structured experience in which an intern acquires and applies knowledge and skills, while working in a responsible role. Three lecture hours per week. Prerequisites: Incident Command: System Coordination & Assessment (EADM 400), senior level status in the Emergency Management program, or permission of instructor.

EADM 485 SENIOR PROJECT  
Fall or Spring, 3, 6, or 9 credit hours  
Students will complete a senior research project specifically addressing issues in the emergency and disaster management area. Under the guidance of a faculty mentor, the student will submit a research proposal, conduct research, prepare a thesis style report, and present a defense to a thesis committee. Three lecture hours per week. Prerequisite: Incident Command: System Coordination & Assessment (EADM 400) or senior level status in the Emergency Management program, or permission of instructor.

ECHD 101 INTRODUCTION TO EARLY CHILDHOOD  
Fall, 3 credit hours  
An overview of the history, theories, and philosophies that form the foundation of Early Care and Education. All aspects of development (physical, cognitive, social-emotional, and communication) are presented and studied within an ecological context (family, community, culture, society). Specific emphasis is placed on understanding the various roles/responsibilities early childhood educators have in fostering the well-being and development of young children from birth-5 years. Three hours lecture per week.

ECHD 121 WELLNESS IN YOUNG CHILDREN: PROMOTING HEALTH, SAFETY, NUTRITION, AND DEVELOPMENT  
Spring, 3 credit hours  
A combination of lecture, discussion, and exercises designed to develop the knowledge and skills necessary for working with young children. This course focuses on integrating health, safety, and nutritional activities into early childhood settings to promote the well-being of children. Three hours lecture per week. Prerequisite: Introduction to Early Childhood (ECHD 101) or permission of instructor. ECHD majors only.

ECHD 125 CURRICULUM DEVELOPMENT  
Fall, 3 credits hours  
This course will examine curriculum methods in early care and education. Students will create and implement thematic lessons, activities, and units that promote the skill development of the whole child. Special emphasis will be given to the process of curriculum development, developmentally appropriate practices. Three lecture hours per week. Prerequisite: Introduction to Early Childhood (ECHD 101) or permission of instructor. ECHD majors only.

ECHD 131 INFANTS AND TODDLERS  
Spring, 3 credit hours  
Supporting the social, cognitive, emotional, and physical development of children under the age of three requires that caregivers have a solid understanding of child development, developmentally appropriate practice, and child guidance for young children. This course will explore these content areas fully and challenge students to integrate their knowledge into a framework for guiding responsible decision-making in providing optimal high quality care for infants and toddlers. Three hours lecture per week. Prerequisite: Introduction to Early Childhood (ECHD 101) or permission of instructor. ECHD majors only.

ECHD 200 PLANNING PROGRAMS FOR YOUNG CHILDREN  
Spring, 3 credit hours  
Students apply concepts of developmentally appropriate practice as they relate to the design of programs for young children. The curriculum will be viewed from the perspective of program philosophy, family involvement, home-school connections, materials selection/arrangement, learning centers and scheduling. Principles of program planning related to high quality early care and education, administration, and leadership will be applied. Three hours lecture per week. Prerequisite: Introduction to Early Childhood (ECHD 101) or permission of instructor. ECHD majors only.

ECHD 201 STUDENT TEACHING EXPERIENCE I W/ SEMINAR  
Fall, 4 credit hours  
This course is an off-campus practicum in early childhood. Students are assigned to a child care, Head Start, pre-k or kindergarten setting and work under the direct supervision of a classroom teacher. Students are required to complete an 80-hour student teaching experience applying knowledge and skills acquired through coursework. Students observe, participate, plan, and implement lessons, and activities throughout their experience. Students are required to attend a 4-week on campus series of orientations prior to engaging in the off-campus experience, and attend ongoing weekly seminars to reflect on their development and field experiences, led by the college student teaching supervisor. Prerequisites: Introduction to Early Childhood (ECHD 101) and Wellness in Young Children: Promoting Health Safety & Nutrition (ECHD 121). Corequisite: Curriculum Development (ECHD 125). Minimum 2.0 overall GPA required or permission of instructor. ECHD majors only.

ECHD 202 STUDENT TEACHING EXPERIENCE II W/ SEMINAR  
Spring, 6 credit hours  
This course is an off-campus practicum in early childhood. Students will further develop and apply their knowledge and skills in an early childhood classroom. Students are responsible for planning and implementing weekly child-centered curriculum. Training and supervision are provided during the internship by an on-site mentor and the college supervisor. One hundred twenty clock hours of supervised fieldwork at an assigned early childhood program. Students are required to attend weekly seminars/workshops led by the student teaching college supervisor. Prerequisite: Curriculum Development (ECHD 125) and Student Teaching Experience I (ECHD 201) with a minimum grade of C+ or permission of instructor. 2.0 overall GPA. ECHD majors only.
ECHD 250
CHILDREN WITH SPECIAL NEEDS
Spring, 3 credit hours
This course will explore various special needs of young children. Students will gain knowledge of inclusive practices, teaching modifications, prevention and intervention strategies and support services for children, families and the community. Assessment, identification and general knowledge of the special needs of all children will be examined as well as social policies and initiatives to support teachers, families and children. Three hours lecture per week. Prerequisite: Introduction to Early Childhood (ECHD 101) or permission of the instructor.

ECHD 285
ISSUES & POLICIES IN EARLY CARE & EDUCATION
Spring, 3 credit hours
Students will draw from academic, life and student teaching experiences to explore current issues and policies in the field of early education and care. Social issues impacting the well-being of children, families and the community will be explored. Students will research issues and investigate approaches to resolving some of these challenges. Three hours lecture per week. Prerequisite: Introduction to Early Childhood (ECHD 101) or Introduction to Sociology (SOCL 101) or Introduction to Psychology (PSYC 101) and have earned more than 30 credit hours or permission of instructor. Writing intensive course.

ECHD 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN EARLY CHILDHOOD
Fall/Spring, 1-4 credit hours
Individual courses of instruction of variable credit (1–4 credits) may be offered each semester. These courses are designed to expand on topics in specific areas of early childhood. Prerequisite: depends on the nature of each course.

ECON 101
PRINCIPLES OF MACROECONOMICS
Fall and Spring, 3 credit hours
GER 3
This course is the study of the market economy, role of government, income determination, business cycle, inflation, unemployment, banking system, monetary and fiscal policy, population, economic growth, and international trade within a market economy. Three hours lecture per week.

ECON 103
PRINCIPLES OF MICROECONOMICS
Fall and Spring, 3 credit hours
GER 3
This course provides a study of supply, demand, elasticity, theory of the firm, market structures, government regulation, marginal productivity theory, and selected contemporary economic issues. Three hours lecture per week. Prerequisite: Macroeconomics (ECON 101) or GER Math or permission of instructor.

ECON 105
SURVEY OF AMERICAN ECONOMIC HISTORY
Fall or Spring, 3 credit hours
GER 4
Fundamental tools of economics will be used to explain important events and issues in the history of the United States. Topics to be surveyed include the United States’ growth and transformation into an industrialized nation, development and transitions in American labor, consumers and culture, the rise of corporate America, changes in the role of government, economic regulations, monetary and fiscal policy, the origins of major institutions and their economic impact, and increased global awareness. Three hours lecture per week.

ECON 120
INTRODUCTION TO LABOR STUDIES
As Needed, 3 credit hours
Within an historical context, this course examines the economic, social and technical forces that shape labor conditions in the USA. Among the topics covered are: the changing nature of work under capitalism, collective bargaining, theory and value of workplace skills, and the impact of economic globalization on labor. Three hours lecture per week.

ECON 201
ECONOMICS AND SOCIAL ISSUES
As Needed, 3 credit hours
GER 3
This course applies basic economic concepts to contemporary social issues. The current real world public policies surrounding these issues will be examined, as well as the impact such policies have on society. Three hours lecture per week.

ECON 203
REGIONAL ECONOMIC DEVELOPMENT IN AFRICA
Fall and Spring, 3 credit hours
GER 6
This course provides an analytical study of economic development of one specific African region. Topics to be covered include inequality, poverty, economic growth, demography, fertility, mortality, migration, employment, education, health, trade, globalization, food production, nutrition, environment, and sustainable development. Different African regions (Central Africa, East Africa, North Africa, Southern Africa, and West Africa) will be studied on a cycle. Students may take one “Regional Economic Development In Africa” for Gen Ed. 6 credit. Students may take two “Regional Economic Development in Africa” for elective credit. Three hours lecture per week. Prerequisites: Microeconomics (ECON 101), or Introduction to Sociology (SOCL 101), or Introduction to Microeconomics (ECON 103), or permission of the instructor.

ECON 305
ECONOMICS OF CRIME
Fall or Spring, 3 credit hours
This course examines the behavior of criminals and uses economic concepts to analyze crimes of violence, crimes against property, and the markets for illegal goods and services. Topics to be covered include costs of crime to society and its various stakeholders, prohibition and drug crime, issue of decriminalization and legalization, allocation of resources to and within the criminal justice system, crime prevention strategies, and efficiency and effectiveness of the use of punishment as a form of crime deterrence. In addition, it uses an economic understanding of crime and crime behavior to develop public policy options. Three lecture hours per week. Prerequisites: Principles of Macroeconomics (ECON 101) or Principles of Microeconomics (ECON 103), and a minimum 45 credit hours, or permission of instructor.

ECON 310
ECONOMICS OF HEALTH CARE
Fall or Spring, 3 credit hours
This course introduces students to the discipline of health economics and applies economic concepts to the health care sector. Topics to be covered include the demand for health care, health production and costs, health care markets models, health insurance markets, managed care, structure, conduct and performance of pharmaceutical, physician, and hospital services industries. In addition, the role of government in health care markets and various healthcare reforms proposed in the U.S. and overseas is discussed. Three hours lecture per week. Prerequisites: Principles of Macroeconomics (ECON 101) or Principles of Microeconomics (ECON 103), and a minimum 45 credit hours, or permission of instructor.
ECON 320
ENVIRONMENTAL ECONOMICS
Spring, 3 credit hours
Issues and policies involving renewable and non-renewable energy, natural resource management, pollution control, global climate change, and sustainable development are explored through traditional neoclassical economics as well as through the contemporary approach of ecological economics. Three hours lecture per week. Prerequisites/Corequisites: Principles of Macroeconomics (ECON 101) or Principles Microeconomics (ECON 103), GER Math and a minimum of 45 college credits with a GPA of 2.0 or better, or permission of the instructor.

ECON 330/FSMA 330
FINANCIAL MARKETS AND INSTITUTIONS
Fall and Spring, 3 credits
This course provides an understanding of financial markets and financial institutions that operate within the financial markets. It introduces the financial markets where flow of funds occur through financial markets instruments, such as bonds, money markets, mortgage markets, foreign exchanges, stocks and derivatives (futures, forward, options, and swaps). It focuses on financial institutions, such as the Federal Reserve, commercial banks, thrifts, insurance companies, investment banks, finance companies, mutual funds, and pension funds. In addition, it provides a comprehensive introduction to risk management within the framework of financial services industry. Three hours lecture per week. Prerequisites: Principles of Macroeconomics (ECON 101) or Principles of Microeconomics (ECON 103), and a minimum 45 credit hours, or permission of instructor.

ECON 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN ECONOMICS
Fall/Spring, 1–4 credit hours
An introductory or more advanced exploration of subjects not covered by other courses currently available. These courses are designed to expand on topics in specific areas of education or current issues in the professional field of education.

ELEC 101
ELECTRIC CIRCUITS I
Fall, 3 credit hours
This course focuses on direct current (DC) circuit analysis with enough strength to prepare students for upper level courses in the electrical engineering technology program. Students will analyze resistive, capacitive and inductive circuits and laws/theorems including Kirchhoff’s Superposition, Thévenin’s, Norton’s, and Maximum Power Transfer. Students will develop computational skills. Three hours lecture per week. Corequisite: Pre-Calculus Algebra (MATH 123) or College Algebra (MATH 121) or permission of instructor.

ELEC 102
ELECTRIC CIRCUITS II
Fall/Spring, 3 credit hours
A continuation of Electric Circuits I, stressing the understanding of AC analysis that involves resistive, capacitive, and inductive circuits. Also, impedance, resonance, filters and transformers are covered. Students will analyze circuits of various configurations and enhance computational skills. Three hours lecture per week. Prerequisite: Electric Circuits I and Laboratory (ELEC 101/109), or permission of instructor.

ELEC 109
ELECTRIC CIRCUITS I LABORATORY
Fall/Spring, 1 credit hour
An introductory laboratory course stressing the understanding of basic concepts and principles of direct current/voltage by analyzing resistive, capacitive and inductive circuits through practical laboratory application. Students will also study circuits using circuit analysis software. Two hours laboratory per week. Corequisite: Electric Circuits I (ELEC 101) and Pre-Calculus Algebra (MATH 123) or College Algebra (MATH 121) or permission of instructor.

ELEC 129
ELECTRIC CIRCUITS II LABORATORY
Fall/Spring, 1 credit hour
A continuation of Electric Circuits 1 Laboratory, stressing the understanding of AC analysis that involves resistive, capacitive, and inductive circuits. Also, impedance, resonance, filters and transformers are covered. Students will perform ac circuit experiments using laboratory test equipment. Two hours laboratory per week. Prerequisites/Corequisites: Courses: Electric Circuit (1) ELEC 101 and ELEC 109, or permission of instructor.

ELEC 141
INDUSTRIAL CONTROLS
Spring, 2 credit hours
A hands-on study of devices and systems used in the control of industrial machinery. The student is introduced to the theory and use of electromechanical control circuits by use of traditional “hardwire circuits.” The programming of the Allen-Bradley Micrologix 1000 type of programmable logic controller (PLC) is practiced. An introduction to sequencer systems that enable complex control and monitoring of machines is given. Emphasis is on learning the ability to program the equipment for effective control. 2–2 hour laboratories per week. Prerequisite: Electric Circuits I and Laboratory (ELEC 101/109), or Electricity (ELEC 261), Digital Circuits (ELEC 111) or a basic electricity course (i.e. ELEC 261) with an introduction to three phase systems, basic logic gates, binary and hexadecimal number systems, or permission of instructor.

ELEC 161
ELECTRONIC FABRICATIONS
Fall, 2 credit hours
Stresses practical fabrication techniques used in electronic and communication industries. Procedures focus on the basics of hand smoldering, wiring, installing, testing, and troubleshooting methods used in assembly and repair of electronic equipment. Topics include terminating voice, video, and data cables and also design and fabrication of a single sided printed circuit board. One hour lecture, two hours laboratory per week.

ELEC 165
DIGITAL FUNDAMENTALS & SYSTEMS
Fall/Spring, 3 credit hours
This course covers topics include: number systems, logic operations and codes, logic gates, Boolean algebra and logic simplification, combinational logic analysis, functions of combinational logic, latches, flip-flops, counters and shift registers. Semiconductor memories (SRAM, DRAMS, PROMS, EPROMS, and EEPROMS) and Digital to Analog and Analog to Digital Converters are also covered. Three hours of lecture per week. Prerequisites or Corequisites: Electric Circuits I and Laboratory (ELEC 101/109), or permission of instructor.
ELEC 166  
DIGITAL FUNDAMENTALS & SYSTEMS  
LABORATORY  
Fall/Spring, 1 credit hour  
A digital laboratory course with emphasis on topics such as: Adder/Subtraction Circuit, Code Converters, Multiplexers and Demultiplexers, JK Flip-Flop Circuits, Counters, Shift Registers, Timers, Memories Devices, Analog to Digital and Digital to Analog Converts, and Digital Circuit Troubleshooting. Two hours of laboratory per week. Corequisites or Prerequisites: Electronic Circuits I (ELEC 101/109), or permission of instructor.

ELEC 171  
ELECTRICAL CONSTRUCTION AND MAINTENANCE I (Certificate Program)  
Fall, 7 credit hours  
Instruction includes fundamentals of residential applications for AC circuits, use of electrical test instruments and the National Electric Code. Laboratory projects include wiring installations plus projects related to the theoretical concepts listed. CERTIFICATE/A.A.S. ELECTIVE CREDIT ONLY. Three hours lecture, eight hours laboratory per week.

ELEC 172  
ELECTRICAL CONSTRUCTION AND MAINTENANCE II (Certificate Program)  
Spring, 7 credit hours  
Continuation of Electrical Construction and Maintenance I. Includes additional instruction in basic AC system theory, three phase circuits, motors-motor control, transformer theory-connections. Laboratory projects include diagnosis of electrical equipment, motors-motor starters, transformer connections and raceway installations for Commercial Electrical applications. CERTIFICATE/A.A.S. ELECTIVE CREDIT ONLY. Three hours lecture, eight hours laboratory per week. Prerequisite: Electrical Construction and Maintenance I (ELEC 171). Introduction to the Electrical Code (ELEC 173), Applied College Mathematics (MATH 101) or Intermediate Algebra (MATH 106), Introduction to Computer Usage for Technicians (SOET 101), or permission of instructor.

ELEC 173  
INTRODUCTION TO THE ELECTRICAL CODE (Certificate Program)  
Fall, 3 credit hour  
This course will cover the basics of understanding the National Electrical Code, with electrical drawing illustrations. Topics include circuit, overcurrent protection devices, box and wire sizing, with service entrance design. A final project will include a residential electrical design in accordance with the National Electric Code. Three hours lecture per week for fifteen weeks.

ELEC 203  
ENGINEERING TECHNOLOGY PROJECT  
Spring, 1 credit hour  
Senior project (capstone) course that gives the student an opportunity to think, design, construct, and present a finished product based on knowledge/experience from previous or current courses such as electronic circuits, telecommunications, microprocessors, and industrial controls. Each team is expected to do a classroom presentation on the final project. Examples of design project: High Power Emergency Power Supply (Alternative Energy), Industrial Monitoring System (using sensing devices), and Electronics/Communication Systems. All project proposals must be approved by course instructor. Three hours lecture. Prerequisites: Electronic Energy Conversion (ELEC 215), Industrial Controls (ELEC 141), Electronic Circuits (ELEC 231), Senior level in AAS program, or permission of instructor.

ELEC 213  
MICROPROCESSORS  
Fall/Spring, 3 credit hours  
The 8085 8-bit microprocessor instruction set and the internal hardware register structure are studied. The basic operation of Fetch and Execute operations are examined. The PIC micro family microcontrollers will be introduced to provide the student with hardware and software experience in working with these devices. The student will use a cross assembler to generate the software programs to be written for the microcontrollers. The RS-232C Serial data transmission interface is also studied. Two hours lecture, three hours laboratory per week. Prerequisite: Digital Fundamentals and Systems and Digital fundamentals and Systems Laboratory (ELEC 165/166) or permission of instructor.

ELEC 215  
ELECTRICAL ENERGY CONVERSION  
Fall/Spring, 4 credit hours  
Fundamentals of Electricity, Magnetism, and Circuits related to generation of electrical power are discussed. The study of construction and operation of direct current generators and motors. The principles of operation of three-phase induction motors and alternating current generators are presented. Topics also include linear motor and single phase motor principles and operation. Single-phase transformer theory and three phase circuits are also covered. Hands-on laboratory experiments are performed to reinforce the theory for each of the covered topics. Three hours lecture and three hours laboratory per week. Prerequisites: Electric Circuits II and Laboratory (ELEC 102/129) or permission of instructor.

ELEC 225  
TELECOMMUNICATIONS  
Fall, 3 credit hours  
An intermediate course designed to give students theoretical and hands-on experience in telecommunications technology. Topics include how information is processed and transmitted, medium of transmission, Switching Hierarchy of North America (PSTN), wave propagation, line devices, Modulations, Multiplexing, Noise, Error detection, correction, and control, Transmission lines, ISDN/DSL, and Antennas. Three hours lecture and two hours laboratory per week. Prerequisite: Electronic Circuits (ELEC 231), Calculus I (Math 161), or permission of instructor.

ELEC 231  
ELECTRONIC CIRCUITS  
Fall, 4 credit hours  
Basic theory and circuit applications of silicon, germanium, zener, light emitting (LED) and Schotky diodes, bipolar and field effect transistors (FET) are presented. The student is introduced to half wave and full wave DC power supplies and associated ripple filters. Zener and Active Voltage Regulators circuits are studied. The basic operation of Metal Oxide; Semiconductor Field Effect Transistors (MOSFET) is also presented. Basic types of bipolar transistor AC amplifiers (CE, CB, CC) and their FET counterparts are discussed. Three hours lecture and three hours lab per week. Prerequisites: Electric Circuits I and Laboratory (ELEC 101/109), Electric Circuits II and Laboratory (ELEC 102/129), Calculus I (MATH 161), or permission of instructor.

ELEC 243  
COMPUTER-AUTOMATED CONTROL SYSTEMS  
Spring, 2 credit hours  
An introduction to some of the control hardware/software systems in use in industry today. The student is introduced to the architecture of the Arduino platform using the ATMega 328P microcontroller to the extent that various control functions can be identified and modified. Programs are developed for computer interfaces for motor-control circuits to provide speed control using the Pulse Width Modulation technique. Programs for stepper motor interfaces are also developed. Programs are written to implement a digital voltmeter with a PC screen display. One hour lecture, three hours laboratory per week. Prerequisites: Electronic Circuits (ELEC 231), Industrial Controls (ELEC 141), Microprocessors (ELEC 213) or permission of instructor.

ELEC 261  
ELECTRICITY  
Fall, 4 credit hours  
Fundamentals of direct and alternating current circuits, resistance, inductance, capacitance, magnetism are presented. Also basic machine theory as it applies to both direct and alternating current types is covered. The theory and operation of transformers and the theory of control devices such as relays, contactors and switches is studied. Three hours lecture, three hours laboratory per week. Prerequisite: College Algebra (MATH 121) or Pre-Calculus Algebra (MATH 123) or permission of instructor.

ELEC 263  
ELECTRIC CIRCUITS  
Spring, 3 credit hours  
Electric circuit theory is introduced with emphasis on mathematical definitions of circuit elements. Network analysis techniques are presented within the framework of direct and alternating current theory. Transient forced and complete responses...
of circuits involving resistance, inductance and capacitance are analyzed via differential and integral calculus. Three hours lecture per week. Prerequisites: Calculus II (MATH 162), University Physics II (PHYS 132), or permission of instructor.

ELEC 332
INDUSTRIAL POWER ELECTRONICS
Fall, 3 credit hours
This course is designed to prepare students with industrial electronics skills necessary to function as technologist. Topics include: Solid States Devices, Photo-Electronics, Inverters, Operational Amplifier circuits including integrator and differentiator applications, Operational Amplifiers circuits including integrator and differentiator applications, Open/Closed Loop Feedback Systems, SCRs, TRIACs, Thyristors, Photosensitive devices, Optically Coupled Devices, Motor Direction Control Inverter Circuits, and techniques used to develop line voltages and frequencies for Variable Speed AC Inductions Motors. Note: Credit is given to a student who has taken ELEC 232 with a (C) grade or better. Two hours lecture, two hours laboratory per week. Prerequisites: Electronic Circuits (ELEC 251), or permission of instructor.

ELEC 343
ADVANCED CIRCUIT ANALYSIS
Fall, 3 credit hours
An advanced course designed to give students upper level circuit analysis experience. Topics include: Resistive Circuits, Nodal and Loop Analysis, Two-Port Networks, Application of Laplace Transform, Electric circuit theory is introduced with emphasis on mathematical definitions of circuit elements. Network analysis techniques are presented within the framework of direct and alternating current theory. Transient forced and complete responses of circuits involving resistance and capacitance are analyzed via differential and integral calculus. Circuit design using Operational Amplifiers. Three hours lecture per week. Prerequisites: Electric Circuits II and Laboratory (ELEC 102/129), Differential Equations (MATH 364) or permission of instructor.

ELEC 375
FIBER OPTIC COMMUNICATIONS
Spring/Fall, 3 credit hours
This course focuses on the transmission of information using fiber optics technologies. Topics include: Optical Fiber, Amplifiers, Transmitters, Receivers, Transceivers, Detectors, Modulation, Multiplexing, Optical Networks, Optical Sources and Demodulation. Two hours lecture, two hours laboratory per week. Prerequisites: Electronic Circuits (ELEC 231) or permission of instructor.

ELEC 380
LAN/WAN TECHNOLOGY
Spring, 3 credit hours
This course will cover topics including: Network topologies and connectivity devices, TCP/IP protocol suite and internet protocol addressing, networks and subnetworks, network-layer protocols, internet control message protocol, transport layer protocol, internet protocol version 6, configuration and domain name protocols, and Integrated Services Data Networks (ISDN). Two hours lecture, two hours laboratory per week. Prerequisites: Telecommunications (ELEC 225) or permission of instructor.

ELEC 383
POWER TRANSMISSION AND DISTRIBUTION
Fall/Spring, 3 credit hours
This course in electrical power generation and transmission will emphasize on those aspects that concern engineers and technologists in the performance of their tasks. Topics covered include: Hydro power, Thermal, Nuclear, and Wind Power Generating Stations, Transmission and Distribution of Electrical Energy, Protective Relays, Direct Current Transmission, HVDC Light Transmission System, Power Stability, and Cost of Electricity. Two hours lecture, two hours laboratory per week. Prerequisites: Electrical Energy Conversion (ELEC 215) or permission of instructor.

ELEC 385
ELECTRONIC COMMUNICATIONS I
Spring, 3 credit hours
This is the first of a two series of courses to prepare students for modern telecommunications industry. Topics covered include: Noise, Transmission Lines, Wave Propagations, Error Checking, Communication Transmitters/Receivers, Coding Techniques, and Computer Communications. Two hours lecture, two hours laboratory per week. Prerequisites: Telecommunications (ELEC 225) Electronic Circuits (ELEC 231), Calculus II (MATH 162) or permission of instructor.

ELEC 386
ELECTRONIC COMMUNICATIONS II
Fall, 3 credit hours
This course is the continuation of Electronic Communications I and is designed to prepare students for modern telecommunications industry. Topics include: Wireless digital communications, Optical communications, Cell phone communications, CDMA, OAS, Wireless technologies, Microwave and lasers, Antennas, and Waveguide and Radar. Two hours lecture, two hours laboratory per week. Prerequisites: Telecommunications (ELEC 225) Electronic Circuits (ELEC 231), Calculus II (MATH 162) or permission of instructor.

ELEC 405
SATELLITE COMMUNICATIONS
Fall/Spring, 3 credit hours
This course will emphasize on hardware and the basic operating techniques of every major supporting subsystem, the reliability analysis that allow satellites to operate for years without maintenance. Topics include: Propulsion, Structure, Thermal control, Reliability, Spacecraft testing, Spacecraft attitude, System performance, Telemetry, Tracking, and Command. Three hours lecture per week. Prerequisites: Electronic Communications I (ELEC 385) or permission of instructor.

ELEC 416
MICROELECTRONICS CIRCUIT DESIGN
Fall/Spring, 3 credit hours
Analyzing and designing analog electronic circuits, digital electronic circuits, and the foundations of electronic circuit design. Topics covered include: Operational amplifier circuit design, Integrated circuit biasing and active loads, analysis of differential and multistage amplifiers, Feedback and stability, and Operational Amplifier Integrated Circuits. Two hours lecture, two hours laboratory per week. Prerequisites: Industrial Power Electronics (ELEC 332), Electronic Circuits (ELEC 231), or permission of instructor.

ELEC 436
BIOMEDICAL ELECTRONICS
Fall, 3 credit hours
This course is designed to give students theoretical and hands-on experience in biomedical instrumentation and measurement. Topics covered include: Medical Instrument Transducers, Biopotential Amplifiers, The pacemaker, Ultrasonic Equipment, Central Station Monitor, Electroencephalograph and Filtering, Electrosurgical Units and Laser Surgery, and Catheters and Blood Pressure Monitoring Devices. Two hours lecture, two hours laboratory per week. Prerequisites: Microelectronics Circuit Design (ELEC 416), Calculus II (MATH 162), or permission of instructor.

ELEC 477
CAPSTONE PROJECT
Spring, 3 credit hours
A learning experience by allowing students to propose, design and implement a project. This could be a study of a problem and solution of specific equipment, new product design, improvement of an existing product (re-engineering). All projects must be approved by course faculty and capstone committee. As part of this course, all students must take the exit examination before graduation. A writing intensive course. Independent Project. Prerequisites: Completion of seven semester coursework or permission of instructor.

ELEC 488
ELECTRICAL POWER SYSTEMS
Spring, 3 credit hours
This course covers advanced topics in AC and DC transmission such as the per unit concept of transformer and generator analysis, transient stability of power systems etc. Students learn power-flow and economic power dispatch by using both analytical techniques and power system simulators. Basic knowledge of power system control is provided by covering the topics of supervisory control and data acquisition (SCADA), protective relaying etc. The course address the energy economics, efficiency and ethics of dynamic pricing and smart meters. The course also delivers topics on smart grid supply that integrate renewable and distributed generation (i.e. photovoltaic and wind). Two lecture hours and two lab hours per week. Prerequisites: Electrical Energy Conversion (ELEC 215), Power Transmission and Distribution (ELEC 383), or Permission of the instructor.
ENGL 097
INTRODUCTION TO ACADEMIC READING AND WRITING
Fall and Spring, 3 credit hours
This course is intended to provide the literacy skills required in an academic setting. Students read and respond to a variety of academic texts. The course includes fundamental rhetorical strategies for academic writing and an overview of basic writing mechanics and grammar. Additional tutorials with the class instructor, the Writing Center, EOP and/or Accommodative Service tutors may be required. A minimum grade of C is required for progression to ENGL 101. Leveled by placement text score. Four lecture hours per week.

ENGL 101
EXPOSITORY WRITING
Fall and Spring, 3 credit hours
This course is designed to help students communicate effectively, with an emphasis on academic writing and critical reading skills. Students will develop critical thinking skills, rhetorical knowledge, basic research skills, knowledge of conventions, and communication ethics. This course is an alternate to ENGL 102 Academic Communication: students cannot take both.

ENGL 102
ORAL AND WRITTEN EXPRESSION
Fall and Spring, 3 credits
This course is designed to help students effectively communicate orally and in writing. Students will develop presentation skills, critical thinking skills, rhetorical knowledge, basic research skills, knowledge of conventions, and communication ethics. This course is an alternate to ENGL 101 College Writing: students cannot take both.

ENGL 201
WRITING IN THE ARTS AND SCIENCES
Spring, 3 credit hours
This course is for students who wish to continue improving their writing skills. They are given the opportunity to read and write about various topics in Humanities, Social Science, Business, Economics, and Science. Using a variety of materials including advertisements, films, television, imaginative and scientific literature, art, newspapers, and journal articles students analyze, investigate, interpret, and formulate ideas through their own writing. Additionally, students further familiarize themselves with the library and research techniques. Three hours lecture. Prerequisite: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or permission of the instructor.

ENGL 202
CREATIVE NON-FICTION
Fall and Spring, 3 credits
This course provides opportunities for students to continue developing and refining skills in writing from the basics of Expository Writing or Oral and Written Expression. Through their study of creative non-fiction forms and conventions—memoirs, nature writing, lyrical essays, magazine features, webpage content, digital or textual literacy narratives, etc.—students learn to write essays that are not only persuasive but enjoyable for both reader and writer. Each student selects writing situations according to interests and develops imaginative essays of creative nonfiction. A liberal arts writing intensive course. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or an equivalent course OR permission of instructor.

ENGL 203
WORLD LITERATURE: B.C. TO 16TH CENTURY
Fall and/or Spring, 3 credit hours
This course examines global literature by tracing patterns of difference and points of contact between literatures developed in various regions throughout the world. Works read will be discussed in the context of their originating culture as well as in relation to Western modes of understanding literature. Three hours lecture per week.

ENGL 204
WORLD LITERATURE: 17TH TO 20TH CENTURIES
Spring, 3 credit hours
This course examines global literature by tracing patterns of difference and points of contact between literature developed in an era defined by colonial expansion and postcolonial nation building. Works read will be discussed in the context of their originating culture as well as in relation to Western modes of understanding literature. Three lecture hours per week.

ENGL 205
SURVEY OF ENGLISH LITERATURE I
Fall, 3 credit hours
This survey course begins with Old English literature from 450 AD and extends through 1800 AD. Students study the primary writers and their representative works. Relevant historical, social, and political background, cultural changes, and developments of each period are also examined. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).

ENGL 206
SURVEY OF ENGLISH LITERATURE II
Spring, 3 credit hours
This survey course begins with a study of English literature from the Romantic through the Post-Victorian period. Students study the important writers and their representative works. The historical, social, and political background for each period and the cultural changes and developments of the eras is also examined. Three hours lecture per week.

ENGL 207
LITERATURE OF THE EARLY AMERICAN REPUBLIC: COLONIZATION AND REVOLUTION, 1640-1830
Fall and/or Spring, 3 credit hours
This course is designed to acquaint students with the early emergence of a distinctively American literature. Students explore the roots of American literature and how the literature makes us the Americans we are today. Works by major American writers such as Bradford, Bradstreet, Franklin, Jefferson, Paine, Murray, Wheatley, Sedgwick, Irving, and others comprise the foundation of the course. The historical, social and political background for each period is examined with a particular eye for the intersections between Native, European, and African voices. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 01) or Oral and Written Expression (ENGL 102).

ENGL 208
AMERICAN LITERATURE COMES OF AGE: 1830-1920
Spring, 3 credit hours
This course is designed to acquaint students with significant American authors from the pre-Civil War era and continues to 1920. Students study important American writers such as Whitman, Dickinson, Poe, Melville, Hawthorne, Twain, Jacobs, Freeman, Chopin, Cather, Fitzgerald, and others. The historical, social, and political background for each period and the cultural changes and developments of the eras are also examined. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).

ENGL 209
APPROACHES TO LITERATURE
Fall/Spring, 3 credit hours
This course is designed to acquaint students with different kinds of literature—plays, short stories, novels and poems—and with various methods of understanding literature. Students will read a wide variety of literary works and will be encouraged to employ proper literary terminology in writing about them. Emphasis will be on intelligent interpretation and on the relationships between literary themes and everyday life. Three hours lecture per week.

ENGL 211
THE AMERICAN NOVEL OF THE TWENTIETH CENTURY
Spring, 3 credit hours
This course explores the interaction between historical events, social change, and economic factors that affected the American way(s) of life as they are reflected in the novels of writers such as Edith Wharton, F. Scott Fitzgerald, Ernest Hemingway, John Steinbeck, William Faulkner, Richard Wright, Toni Morrison, Alice Walker, Leslie Marmon Silko, Sandra Cisneros, and others. The novels may be augmented by a variety of print and digital media.
ENGL 213

WAR AND LITERATURE

Fall, 3 credit hours

Focusing on American wars from World War II to the present, this course examines war and a range of human responses to the war experience as reflected through literature. Theories originating in the social sciences and historical information are included to enhance understanding of the literature. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102). Three hours lecture per week.

ENGL 214

CONTEMPORARY AMERICAN FICTION

Fall and Spring, 3 credit hours

Through the writings of current authors, students examine literary trends and their relationship to social, political, cultural phenomena in America. Students are given an opportunity—through their own writing and class discussion—to explore contemporary ideas, values, and attitudes expressed in the literature. Three hours lecture per week.

ENGL 215

MULTICULTURALISM IN AMERICAN LITERATURE

Fall and/or Spring, 3 credit hours

This course examines multiculturalism in the United States as reflected in its literature of the twentieth and twenty-first centuries. Works will be selected to highlight the diversity of American life including, but not limited to, race/ethnicity, gender, social class, sexual orientation, nationality/immigrant status, religion, and family structure. Students should increase their understanding of the multicultural nature of American society and the existence of cultural traditions and practices that exist independently of those of the dominant American "mainstream" or overculture. Three hours lecture per week. Prerequisite: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or permission of the instructor.

ENGL 216

CHILDREN’S LITERATURE

Fall, 3 credit hours

This is a survey course of traditional and modern literature written for young children. Emphasis is on critical appreciation and understanding of literary qualities appealing and valuable to children. Three hours lecture per week. Prerequisite: Expository Writing (ENGL 101), or Oral and Written Expression (ENGL 102), or permission of the instructor.

ENGL 217

COMIC BOOKS AS LITERATURE

Fall/Spring, 3 credit hours

Comic books as literature? Certainly, skeptics will scoff at the idea. However, in recent years, comic books have become accepted as a respected form of literature by scholars, critics, and faculty alike. Students in this course examine the academic value of comic books and graphic novels through study of their history, similarity to other forms of literature, their own specialized literary and artistic techniques, and development as compelling narratives. Three hours lecture per week, combination of lecture, discussion, and in-class small group activities. Prerequisites include Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or an accepted transferred writing course, or permission of instructor.

ENGL 218

SCIENCE FICTION WORKSHOP

Spring

Students explore the form by reading a wide range of science fiction stories that represent the standard indications of literary quality (i.e. characterization, plot, setting, point of view, style, theme, etc.). After a survey of the form, students will write science fiction stories of their own that incorporate the various literary qualities inherent in the genre and constructively respond to peers' writing in a workshop format. Three hours lecture. Prerequisite: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or permission of the instructor.

ENGL 219

THE ADIRONDACKS: LIFE AND LITERATURE

Fall and/or Spring, 3 credit hours

This course provides the opportunity to explore various aspects of life and literature set in the Adirondack forest preserve. A wide variety of readings, films, slides and presentations present the opportunity to sharpen awareness of what the Adirondacks are and how they have shaped and influenced life and literature in America. Three hours lecture per week.

ENGL 220

AMERICAN LITERATURE IN MODERN ERA 1920-PRESENT

Fall or Spring, 3 credit hours

This course is designed to acquaint students with significant American authors starting from 1920 and continuing to the present. Students study important American writers such as Baldwin, Steinbeck, Updike, Ginsberg, Roth, Larsen, Hurston, Porter, Millay, Hughes, Plath, and others. The historical, social, and political background for each period and the cultural changes and developments of the eras are also examined. Three hours lecture per week. Prerequisites/Corequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102)

ENGL 221

CREATIVE WRITING

Fall and Spring, 3 credit hours

This course is an introduction to creative writing and its publication. Students hone their written communication skills through the discipline of creative writing, as well as develop a deeper understanding of the literary arts. Emphasis is placed upon the writing of poems and short stories, but other forms of creative work may be utilized and discussed. We cover basic technical problems and formal concepts of creative writing. Students also study works by accomplished writers to see how those writers define and master their craft. At the end of the semester, students seek publication of their work in various formats. This writing intensive course meets 3 hours per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), and one literature course, or permission of instructor.

ENGL 224

SURVEY OF NATIVE AMERICAN LITERATURES

Fall, 3 credit hours

Introductory survey of expressive and essayist literature by selected Native American authors from the United States and Canada. Works will be chosen to reflect the diversity of Native American thought and experience as revealed through literature. Emphasis is on contemporary short fiction and poetry, but readings include essays, drama and the novel. Discussion of cultural context encompasses the oral tradition(s) and relevant political and social history. Audiovisual media and Internet resources will supplement lectures and discussions. Three hours lecture per week. Prerequisite: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or permission of instructor.

ENGL 225

AFRICAN AMERICAN LITERATURE

Fall or Spring, 3 credit hours

This course focuses on African American authors from the Colonial Era to the present. Topics include recurring themes and concerns, cultural pressures, historical contexts, intellectual currents and literary innovations. Students study major African American writers such as Zora Neale Hurston, Richard Wright, Langston Hughes, Rita Dove, Toni Morrison, Alice Walker, James Baldwin and others. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or permission of instructor.

ENGL 226

LIVING WRITERS SERIES

Fall and Spring, 3 credit hours

Students read and discuss works by a selected group of contemporary authors. After reading a given work, students meet and engage authors in a question and answer session followed by a public reading. This course includes an introduction to close reading skills, analysis of the elements of literary style in fiction, poetry, and creative non-fiction. Through intensive class discussion, writing workshops, and oral presentations, the students learn how to articulate ideas clearly and are introduced to the basic elements of creative writing in three genres. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or permission of instructor.

ENGL 227

WRITING IN THE HUMANITIES

THEMATIC INQUIRY

Fall and/or Spring, 3 credit hours

Students explore questions about the humanities and will introduce students to several disciplines.
within humanities. Through writing about a common theme, students will analyze, evaluate, and interpret texts, films, art and/or music that reflects this common theme. Citation and integration of external sources will be expected. This is a writing intensive course for students in General Studies or for students interested in transferring to a liberal arts program, especially in the humanities. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102); completion of 24 credits towards the major of General Studies; or permission of instructor.

ENGL 266
THE MODERN ISLAMIC WORLD
THROUGH FILM AND LITERATURE
Fall or Spring, 3 credit hours
GER 6
This course will introduce the student to the history, cultures, and politics of the modern Islamic world with a special emphasis on film and literature. Readings will include poets such as Rumi and Hafiz as well as novelists such as Mahfouz and Farah. Films will include those of such Persian and Arab directors as Majidi, Kiarostami, and Chahine. Three lecture hours per week. Prerequisites: Must have passed Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102).

ENGL 270
MEDIA STUDIES
Fall, 3 credit hours
This course is a survey of the various writing styles and techniques required of mass media in the digital age. Students gain experience in writing for print, web, and broadcast media, as well as advertising and public relations. Students develop portfolio-ready writing samples through researching and collaborating with local nonprofit organizations, government agencies and small business startups. This course is an introduction to writing skills that are practiced at a more advanced level in ENGL 306 (Journalism). Three lecture hours per week. Prerequisite: Write ten Expression (ENGL 101) or Oral and Written Expression (ENGL 102), or permission of the instructor.

ENGL 304
LGBTQ LIVES AND LITERATURE
Spring, 3 credit hours
This course explores the social, cultural, and political themes in the histories of individual lives as well as communities that are categorized as “LBQT”: lesbian, gay, bisexual, transgender, and queer (a term that is by nature flexible and which is used by many who feel that they in some way fall outside of “norms” of gender identification, gender expression, and/or sexual orientation). Focusing mainly on literature from the U.S. and the United Kingdom, works from the genres of short story, poetry, the novel, creative nonfiction, theatrical productions, and film are supplemented by information and insights offered by anthologies of critical essays as well as texts harvested from contemporary news sources. This is a Writing Intensive Course. GER 7. Three lecture hours per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) and 30 credit hours.

ENGL 305
PERPETRATORS & VICTIMS: CRIME AND VIOLENCE IN LITERATURE
Fall, 3 credit hours
Students examine the impact of crime and violence in American culture as reflected in literature. Analysis focuses on both perpetrators and victims of crime and violence. Literary genres may include, but are not restricted to, True Crime, fiction, memoir, the graphic novel, and poetry. Three lecture hours per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), one literature course, and 30 credit hours earned with a cumulative GPA of 2.0, or permission of instructor.

ENGL 306
IRISH PRISON LITERATURE
Fall or Spring, 3 credit hours
GER 7
This course explores the social, cultural, and political themes in the histories of individual lives as well as communities that are categorized as “LBQT”: lesbian, gay, bisexual, transgender, and queer (a term that is by nature flexible and which is used by many who feel that they in some way fall outside of “norms” of gender identification, gender expression, and/or sexual orientation). Focusing mainly on literature from the U.S. and the United Kingdom, works from the genres of short story, poetry, the novel, creative nonfiction, theatrical productions, and film are supplemented by information and insights offered by anthologies of critical essays as well as texts harvested from contemporary news sources. This is a Writing Intensive Course. GER 7. Three lecture hours per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), one literature course, and 30 credit hours earned with a cumulative GPA of 2.0, or permission of instructor.

ENGL 308
WRITING YOUR LIFE: FORM & FUNCTION IN MEMOIRS
Spring, 3 credit hours
GER 8
Memoirs are an author’s commentary on his or her life, experiences, and the times he or she lives in. Writers record important events based upon their own observations and knowledge of events and/or personalities that they feel have significantly influenced their lives. In this writing intensive course, students study a variety of literary forms within the memoir genre, and they will create memoirs of different forms from their own life experiences. Students recognize that both concrete details and abstract ideas in memoirs represent universal truths and will create poems and stories that reflect both. Three lecture hours per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), one literature course, and 30 credit hours earned with a cumulative GPA of 2.0, or permission of instructor.

ENGL 310
SHORT FICTION: THE ART OF THE TALE
Spring, 3 credit hours
GER 8
The short story genre is explored by reading selections from various writers around the world. Students also write their own short stories in order to gain perspective on the literary form of the short story, the range of ideas expressed within that form, and the creative process used to produce that form. Three lecture hours per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) and one literature course and 30 credit hours earned with a cumulative GPA of 2.0 or permission of instructor.
ENGL 317
WORLD POETRY
Fall/Spring, 3 credit hours

Students in this course explore the vast wealth of non-Western poetry. We draw from the historical canon of writings, but we have distinctly modern concerns in this class; our wide reading helps us understand divergent (and poetic) cultural issues, such as Japanese anime cartoons, Islamic world views, global hip hop and graffiti, and post-colonial literature. While all our readings will be in English, our consideration of the linguistic and political concerns of translation allows us to analyze the dynamic interchange between local cultures and globalization. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101), or Oral and Written Expression (ENGL 102), and one lower-level literature course, or permission of instructor.

ENGL 320
NATIVE AMERICAN AUTOBIOGRAPHY
Fall and/or Spring, 3 credit hours

This course is a survey of the means by which Native American people have recorded their lives. Texts are selected from precontact pictorial and oral autobiographical narratives through contemporary written texts, film, and electronic media. Historical context is provided in lecture materials. Emphasis is on works published since 1980. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) and one lower-level literature course AND 30 credit hours earned or permission of instructor.

ENGL 325
CONTEMPORARY YOUNG ADULT LITERATURE
Spring, 3 credit hours

This course is an exploration of contemporary young adult novels as a genre of literature. Of particular interest are the historical development, current trends, enduring characteristics of young adult literature, and its influence on readers. Various works are analyzed according to critical perspectives. Readings include a number of subgenres, i.e. adventures, mysteries, humor; fantasy, science fiction, the people and places of history, and modern social issues. Three hours lecture per week, Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), one literature course, and 30 credit hours earned with a cumulative GPA of 2.0, or permission of instructor.

ENGL 340
AMERICAN WOMEN WRITERS
Fall or Spring, 3 credit hours

This course is designed to acquaint students with significant American women writers, such as Wheatley, Braddock, Harper, Dickinson, Alcott, Gilman, Stowe, Yeizierska, Wharton, Stein, Moore, Sexton, Plath, Cisneros, Morrison, Erdrich, and others. The historical, social, and political backgrounds for each author and their works are also examined, with an introduction to basic concepts of cultural criticism and gender studies. Works are selected to highlight the diversity of American women, including, but not limited to, race/ethnicity, gender, social class, sexual orientation, nationality/immigration status, religion, and family structure. Focus can be multi-genre or on one specific genre, at the discretion of the instructor. Prerequisite: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) and completion of at least 45 credit hours, or permission of instructor.

ENGL 350
FLASH FICTION
Fall, 3 credit hours

The Flash Fiction story (also called short-shorts; micro; sudden; or lightning fiction) lies somewhere between prose and poetry. Students taking this course explore the form by reading a wide range of Flash Fiction stories that represent the best in terms of literary quality (i.e. characterization, plot, setting, point of view, style, theme, etc.), and by creating stories of their own that incorporate the various literary qualities inherent in the genre. Three lecture hours per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), one literature course, and 30 credit hours earned with a cumulative GPA of 2.0, or permission of the instructor. Creative Writing (ENGL 221) is strongly suggested as a prerequisite.

ENGL 380
INTERCULTURAL COMMUNICATION
Fall and Spring, 3 credit hours

This course is designed to advance students’ intercultural communication skills necessary in a multicultural global marketplace. The focus is on oral, nonverbal, and written communication patterns across cultures, diverse cultural values, global etiquette, business and social customs, and intercultural negotiation models. Three lecture hours per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) and completion of 45 credit hours, or permission of the instructor.

ENGL 291-295, 391-395 OR 491-495
SPECIAL TOPICS IN ENGLISH
Spring, Fall, 1–4 credit hours

Special Topics in English will fulfill the general English component of the distribution requirement of the College. It may be repeated for credit depending on the content of the course. It is not a course offered on a regular basis within the department. The intent of a special topics course is to offer an educational experience which is topical, not available within the regular curricular offerings, and may even be offered interdepartmentally depending on the nature of the course.

ENGS 101
INTRODUCTION TO ENGINEERING
Fall/Spring, 2 credit hours

The course introduces students to the various engineering disciplines, professional organizations and ethical aspects of professional expectations. Engineering analysis introduces problem-solving, engineering computations, manual sketching, and work presentation. Hands-on challenges engage the student in the design process, team work and critical thinking. Local expectations regarding written communication and oral presentations are presented and reinforced through projects. Two, two-hour laboratories per week. Corequisites: Pre-Calculus Algebra (MATH 123) or College Algebra (MATH 121) or higher or permission of instructor.

ENGS 102
PROGRAMMING FOR ENGINEERS
Spring, 3 credit hours

This course provides the software skills necessary to create predictive models and solve basic engineering problems. Students will learn to make statistical inferences about the data while creating graphical presentation of the results using engineering-related software. The skills taught in this course will assist in the analysis of engineering problems in more advanced course work. Two one-hour lectures per week and one two-hours recitation in computer laboratory per week.

ENGS 201
STATICS
Fall, 3 credit hours

A vector approach to particle equilibrium, equivalent force systems, rigid body equilibrium and analysis of structure. Additional topics include friction, centroids and centers of gravity and moments of inertia. Three hours lecture per week. Prerequisites: Calculus II (MATH 162), University Physics I (PHYS 131), or permission of instructor.

ENGS 202
DYNAMICS
Spring, 3 credit hours

This course is a vector approach to the solution of dynamics problems involving rectilinear motion, curvilinear motion, kinetics of particles, kinematics of rigid bodies, and plane motion of rigid bodies. Newton's laws, Work and Energy, Impulse and Momentum, and Energy and Momentum Principles are used in the solutions. Three hours lecture per week. Prerequisite: Statics (ENGS 201) or permission of instructor.

ENGS 203
ENGINEERING STRENGTH OF MATERIALS
Spring, 3 credit hours

This course is designed to introduce elementary analysis of deformable bodies subjected to various loading including strength, deformation and stability analyses. Students will also be introduced to more advanced concepts in order to use sound judgment regarding the design of structures and components. Three hours lecture per week. Prerequisite: Material Science (ENGS 205), Statics (ENGS 201), or permission of instructor.

ENGS 205
MATERIALS SCIENCE
Fall, 3 credit hours

The underlying atomic and crystalline structure of materials is studied and how these structures affect their engineering properties. The mechanical,
electric, chemical, magnetic and thermal properties of metals, ceramics, polymers and composites are examined. Three hours lecture per week. Prerequisite: College Chemistry I (CHEM 150), Calculus II (MATH 162), and University Physics II (PHYS 132), or permission of instructor.

ENGS 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN ENGINEERING SCIENCE
Fall/Spring, 1–4 credit hours
Special Topics in Engineering Science will generally include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available.

ESCI 101
INTRODUCTION TO ENVIRONMENTAL SCIENCE
Fall/Spring, 3 credit hours
This course is an overview of environmental science that includes sustainability, natural resources, population growth and demographics, urbanization, food resources, renewable and non-renewable energy, species extinction, land degradation, water and air pollution, climate change, wastes, and environmental health hazards. It is designed for students who have little or no background in environmental science. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or an 80 grade on the NYS ELA exam; or permission of instructor.

ESCI 102
INTRODUCTION TO ENVIRONMENTAL SCIENCE LABORATORY
Fall/Spring, 1 credit hour
This laboratory course accompanies ESCI 101. It is designed for those students who have little or no background in environmental science and is intended to convey basic knowledge of environmental science using simple laboratory exercises. Prerequisites: Expository Writing (ENGL 101) or an 80 grade on the NYS ELA exam; or permission of instructor.

ESCI 105-LECTURE
ESCI 106-LAB
ENERGY RESOURCES
Spring, 3–4 credit hours
This course examines the physical, economic, and political interactions of the following energy resources: fossil fuel, nuclear power, biomass and solar energy; Three hours lecture per week. If lab is elected, an additional two hours laboratory per week is required. Recommended prerequisite: students have high school algebra or equivalent.

ESCI 107
EARTH SCIENCE
Spring, 4 credit hours
This course introduces earth processes and phenomena. The birth of the universe, our solar system, and the earth are explored. The internal composition and structure of the Earth is studied. Factors that affect the structure of the earth are examined: continental drift, plate tectonics, and crustal deformation. Students learn about common earth materials that make up the Earth. The impact of weathering, erosion, running water, and glaciers on the earth’s surface and landforms is studied. Additional topics will include, but are not limited to: earthquakes, volcanoes, mass movement, geologic time, and geologic mapping. Lecture related exercises/assignments, laboratory exercises, readings, and review questions help students learn and understand the course material. This course includes a laboratory section. Three hours lecture, two hours laboratory per week. Students cannot receive credit for both ESCI 107 and GEOL 101.

ESCI 110
INTRODUCTION TO METEOROLOGY
Fall/Winter/Spring/Summer, 3 credit hours
This is an introductory meteorology course with topics covering the structure of the atmosphere, meteorological measurements, air movement, air masses and fronts, violent storms and climate. Three hours lecture per week.

ESCI 320
WEATHER, CLIMATE, AND CLIMATE CHANGE
Spring, 3 credit hours
This course is an introduction to the science behind weather and climate. It will focus on the composition, structure, and disturbances of the atmosphere. The energy balance and role of water include discussions of solar radiation and the water cycle. The difference between weather and climate will be illustrated with a discussion of global climate change. The most current reports from the UN Intergovernmental Panel on Climate Change (IPCC) and the US Global Change Research Program (USGCRP – National Climate Assessment) will be reviewed. Three lecture hours per week. Prerequisites: One semester college level science.

ESCI 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN ENVIRONMENTAL SCIENCE
Fall/Spring, 1–4 credit hours
Special Topics in Environmental Science will generally include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available.

ESOL 096
ACADEMIC COMMUNICATION
Fall and Spring, 4 credit hours
This course is designed to help first-semester international or English language learners to enhance communication skills required in American academic contexts. Students will develop critical reading skills and academic writing skills with an overview of grammar and mechanics. Concurrent focus is on building oral fluency and expanding academic vocabulary. Four hours lecture per week. This course is an alternate to Introduction to Academic Reading and (ENGL 097) or Basic Writing (ENGL 098) for ESL students. Leveled by placement test score.

FREN 101
CONTEMPORARY FRENCH I
Fall, 4 credit hours
GER 9
This course will introduce the student to the sound system and grammatical structure of the French language. The focus will be on developing skills in the areas of aural comprehension, speaking, reading, and writing. By the end of the semester, the student will have a basic understanding of grammar, including word formation, verb conjugations, idiomatic expressions, and cognates. This course will also discuss various cultural aspects of the French-speaking world. Four hours lecture per week. This course is only for the true beginner or for students who have had less than three years of high school French. Students who have taken more than three years of high school French within the last three years can enroll in this course only with the permission of the instructor.

FSAD 111
STUDY OF FUNERALS, PAST, PRESENT AND FUTURE
Fall, 3 credit hours
This course discusses the role of funeral directors and other death-related professions in contemporary American society. Terminology, duties, and responsibilities of the funeral director during the removal of the deceased, the wake, funeral, and committal service are extensively covered. Historical methods of preservation and memorializing the dead will be reviewed and discussed. Religious, historical and present day funeral customs in this and other countries are examined. Each student will review his or her own personal response to death and pre-arrange his or her own funeral. Each student will write an obituary for themselves or someone they know. Three hours lecture per week.

FSAD 121
ANALYTICAL EMBALMING TECHNIQUES
Spring, 4 credit hours
This is the first of three embalming courses required to graduate from the program. It outlines the definitions of death, the public health considerations, ethical performance, necessary instruments and the chemical principles involved in decomposition and preservation. A “C” or better is required in this course to continue in the Funeral Services Program. Course may only be repeated once. Three hours lecture, three hours laboratory per week. Prerequisites: matriculation in the Funeral Services Administration program, and must possess a Blue Card obtained from the NYS Department of Health, Bureau of Funeral Directing.

FSAD 129
CLINICAL PRACTICUM
Spring, 2 credit hours
Students are required to work in an assigned funeral home for a minimum period of five weeks. During this period, students are expected to relate the theoretical background they have acquired to the practical functions of a funeral director. Faculty will contact the student and the funeral director periodically during the practicum by personal visits.
Course Descriptions: FUNERAL SERVICES

and/or phone conversations. Students are expected to staff this practicum without pay. Prerequisite: Analytical Embalming Techniques (FSAD 121) with a C or higher; must possess a Blue Card from NYS Department of Health, Bureau of Funeral Directing or comply with specific regulations governing Internship/Practicum experiences.

FSAD 211
EMBALMING AND ASEPTIC TECHNIQUES
Fall, 4 credit hours

Usually taken subsequent to FSAD 121, this course focuses on unique and special problems encountered by the embalmer in professional practice. Historical perspective describes the changes in embalming practice over the millennia. Embalming laboratory design and construction is discussed in detail. OSHA compliance within the embalming theater is covered and practiced. Microbiology of pathogens and techniques of infection control are a major aspect. Course may be repeated once. Three hours lecture, three hours laboratory per week. Final grade of “C” or better is required to continue in the program. Prerequisite: Analytical Embalming Techniques (FSAD 121), and must possess a Blue Card obtained from the NYS Department of Health, Bureau of Funeral Directing.

FSAD 214
FUNERAL HOME MANAGEMENT I
Fall, 3 credit hours

The study of management techniques and procedures that are necessary for successful operation of a small business with the major emphasis on funeral home management. Three hours lecture per week. Prerequisite: Study of Funerals, Past, Present and Future (FSAD 111) or permission of instructor.

FSAD 225
PROFESSIONAL FUNERAL PRACTICE
Spring, 3 credit hours

Casket and vault construction and composition are extensively covered. Merchandising methods of funeral service goods such as caskets, vaults, and memorial tributes are explored and practiced. Professional Ethics with special attention given to the Federal Trade Commission’s Funeral Rule, are learned and practiced. Three hours lecture per week. Prerequisite: Study of Funerals, Past, Present and Future (FSAD 111) or permission of instructor.

FSAD 307
HUMAN RESPONSE TO DEATH
Spring, 4 credit hours

This course is a survey of the psychological, philosophical, and sociological components of human loss and grief. The understanding of bereavement is demonstrated through verbal and written communication and counseling exercises. The laboratory component gives the student the opportunity to conduct moot funerals and engage in mock counseling sessions as part of their basic training. The overall intent is the delivery of optimum services to the client. Three hours lecture, two hours laboratory per week. Prerequisite: Death, Dying and Bereavement (SSCI 315), and Professional Funeral Practice (FSAD 225), or permission of instructor.

FSAD 308
INTRODUCTION TO INTERNSHIP
Fall, 1 credit hours

An internship is required to complete degree requirements in Funeral Services Administration. This course is taken in a semester prior to the Internship. Students locate a suitable site, construct a memorandum of understanding with a preceptor at that site, and create a learning contract. A liability insurance binder through the college must be established. Goals and objectives, a grading rubric, and communication methods for the experience are determined cooperatively by student, preceptor, and faculty supervisor. One hour per week. Prerequisite: Completion of 75 credit hours toward graduation including Clinical Practicum (FSAD 129), or permission of instructor.

FSAD 321
ADVANCED EMBALMING PRACTICE
Spring, 4 credit hours

Designed to improve the skills and knowledge base of students and practicing licensed personnel, this course focuses on the less common techniques applied in unusual situations. Waterless embalming, regional freezing procedures, mummification, alternatives machinery, and special purpose chemicals will be explored. Unique embalming situations are addressed such as long-term storage, entombment vs. burial, decomposed bodies, stillbirths, religious limitations, anatomical embalming, and fragment treatment in anticipation of delayed final disposition. Perfection of techniques of sterile procedure, eye enucleation, terminal disinfection, and personal protection is expected. Three hours lecture, three hours laboratory per week. Prerequisites: Analytical Embalming Techniques (FSAD 121), Embalming and Aseptic Techniques (FSAD 211), Clinical Practicum (FSAD 129) or current embalmer’s license; must possess a Blue Card from NYS Department of Health, Bureau of Funeral Directing or comply with specific state regulations governing student embalming experiences.

FSAD 322
FUNERAL HOME MANAGEMENT II
Spring, 3 credit hours

This course addresses the practical problems facing funeral managers in contemporary society such as marketing strategies, pricing methods, creative personnel management, alternative memorial activities, prearrangement sales, financial assessment techniques, aftercare, transition planning, expansion of facilities, and establishment of consortia of funeral homes. Recruitment and training of non-licensed staff, compliance methods, salary incentives, and record keeping which meet legal requirements are included as well. The student will study a particular aspect of the management of the funeral home at which they work as a special project. Three hours lecture per week. Prerequisites: Funeral Home Management I (FSAD 214), Business Organization and Management (BSAD 100) or permission of instructor.

FSAD 323
RESTORATIVE ART
Spring, 4 credit hours

This course utilizes special instruments, materials and techniques for restoring the dead human body damaged as a result of disease and/or trauma. Numerous pathological conditions are reviewed and the most appropriate methods to restore a natural appearance are developed. Various trauma conditions are also explored to develop competence in a wide range of potential situations. Because there are many different methods and procedures that may be employed, treatment plans and assessment of results are major topics. This course also explores the basics of color theory that is applied to both the restoration of a deceased human being and the proper use in the funeral home. Three hours lecture, two hours laboratory per week. Prerequisites: Human Anatomy and Physiology I (BIOL 207), Study of Funerals (FSAD 211), or permission of instructor.

FSAD 401
FUNERAL SERVICE LAW
Fall, 3 credit hours

This course deals with the general business laws and specific laws that affect the funeral profession. It will cover laws that pertain to solicitation of clients, rights of possession, cemeteries, interstate agreements, international shipping, funding vehicles, association rights, lobbying, local ordinances, and employee/employee relationships. Three hours lecture per week. Prerequisite: Funeral Services Administration majors only or permission of instructor.

FSAD 406
BEREAVEMENT COUNSELING
Spring, 3 credit hours

Building upon the rudimentary counseling skills developed in FSAD 307 this course addresses deeper and more varied emotional problems stemming from loss. Utilization of theories of grief from several authorities and application of a range of counseling techniques to individual situations makes this a useful approach to delivery of human services. Anticipatory grief, hospice, disenfranchised loss, child death, suicide, homicide, absent grief, and extended grief are major topics. Application of the skills developed is limited to the funeral home setting. The student will observe and describe the progress of a person who has suffered a recent loss as an original research project. Three hours lecture per week. Prerequisite: Human Response to Death (FSAD 307), and Death, Dying, and Bereavement (SSCI 315) or permission of instructor.

FSAD 420
CURRENT ISSUES IN FUNERAL SERVICE
Fall, 3 credit hours

As the field of funeral service continues to change in response to societal demands, this class provides the opportunity to keep abreast of these developments. Topic areas will include: public health, government regulation, funeral home management, religious and secular rites and rituals. Major focus will be on the effects that changes might have on the grief process, societal readjustment following death,
and creative ways for funeral service practitioners to address the future. Historical perspective will be utilized as a predictive tool in assessing society's new outlook on loss and recovery. Three major issues, determined by consensus of the class and instructor each semester, will be the primary focus of the course. Three hours lecture per week. Prerequisite: senior level status in the Funeral Services Administration program, or current licensure as a practicing funeral director or permission of instructor.

FSAD 440
INTERNERNSHIP IN FUNERAL SERVICES ADMINISTRATION
Fall/Spring, 8 credit hours
Students will spend at least 40 hours per week for eight weeks in this experiential course. They will perform the standard duties of funeral director trainees in the areas of funeral directing and embalming. Additionally they will participate in a project determined during the Introduction to Internship course held in a previous semester. Successful completion of the course is based on assessment of supervising faculty and funeral home preceptor according to the assessment plan detailed in FSAD 308. Prerequisites: Introduction to Internship (FSAD 308), and senior status; must possess a Blue Card from NYS Department of Health, Bureau of Funeral Directing or comply with specific regulations governing Internship/Practicum experiences.

FSAD 445
MORTUARY COMPLIANCE
Fall/Spring, 2 credit hours
This course is taken during the last semester of the Mortuary Science curriculum, which ensures compliance with all Health Department regulations, and federal and state laws pertaining to funeral directing in a state where the student intends to practice. These topics are exhaustively clarified and validated through extensive and focused specialized testing including the National Board Examination. Students must take the NBE to pass this course. Prerequisites: Human Response to Death (FSAD 307), Funeral Service Law (FSAD 401), or permission of instructor.

FSMA 201
INTRODUCTION TO FINANCIAL PLANNING
As Needed, 3 credit hours
This course covers the personal financial planning process, regulatory and ethical considerations in personal financial planning, time value of money problems, an overview of retirement planning, housing Issues, and proper ways of purchasing major durable goods. Three hours lecture per week. Prerequisites: Foundations of Financial Accounting (ACCT 101), Microeconomics (ECON 103), or permission of instructor.

FSMA 210
INTRODUCTION TO FINANCE
Fall and Spring, 3 credit hours
This introductory course covers fundamental elements of business finance. Discussions include the concepts of financial analysis, time value of money, security evaluations, risk and return, capital budgeting, and other issues in corporate decision making. Three hours lecture per week. Prerequisites: Introduction to Information Technology (CITA 110), and GER Math or Foundations of Financial Accounting (ACCT 101), or permission of instructor.

FSMA 301
PERSONAL FINANCE
Fall and Spring, 3 credit hours
This course provides broad coverage of personal financial decisions. Topics covered includes basic financial planning, tax issues, managing savings and other liquid accounts, credit management, insurance, managing investments and retirement planning, Knowledge of financial products, analytical tools, and economic analysis are cultivated in the context of setting personal financial goals and measuring progress. Three lecture hours per week. Prerequisites: Junior level status in Financial Services or permission of instructor.

FSMA 312
FINANCIAL MANAGEMENT
Fall and Spring, 3 credit hours
This course is a continuation of Introduction to Finance (FSMA 210). Topics on portfolio theory, efficient market theories, Capital Asset Pricing Model are further elaborated and applied to make capital budgeting, capital structure, and dividend policy decisions within corporations. Special topics on agency conflicts, mergers and acquisitions, and corporate risk management will also be discussed. Three hours lecture per week. Prerequisite: A minimum grade of C in Introduction to Finance (FSMA 210) is required or permission of instructor.

FSMA 315
GLOBAL INVESTMENT
Fall and Spring, 3 credit hours
The primary objectives of this course are to provide the students with a fundamental knowledge of domestic/international financial markets, financial securities and how they are valued and traded in order to achieve a desired investment objective, from both a theoretical perspective and the perspective of investment managers. Special attention is given to application of the basic concepts to the three major capital markets: stock, bond and financial derivatives markets. Three lecture hours per week. Prerequisites: Foundations of Financial Accounting (ACCT 101), Business Law I (BSAD 120), or Principles of Macroeconomics (ECON 101), and Principles of Banking (BSAD 120), or permission of instructor.

FSMA 320
INVESTMENT ANALYSIS AND PORTFOLIO THEORY
Fall and Spring, 3 credit hours
This course provides a foundation for selecting financial assets and form sound investment decisions. Lectures cover both traditional and modern approaches to security selection, investment analysis and portfolio management, with emphasis on investment strategy and investor performance evaluation. The major topics to be covered include portfolio analysis, company/industry analysis, optimal portfolio selection, efficient transactions, performance evaluation and investment ethics. Current topics, such as options, futures, swaps and other financial instruments are also explored. Three lecture hours per week. Prerequisites: Financial calculator, Introduction to Finance (FSMA 210) or permission of instructor.

FSMA 325
FINANCIAL COMPLIANCE AND REGULATION
Fall and Spring, 3 credit hours
The role of regulatory and compliance professionals in the financial service industry is currently undergoing enormous change and development. This course takes an interdisciplinary approach incorporating economics, ethics, finance, law and public policy in surveying the specific goals and objectives of the financial regulatory and compliance function. The course is designed with the practitioner in mind with an emphasis on the anticipation and prevention of regulatory and compliance problems before they occur. Three lecture hours per week. Prerequisites: Introduction to Finance (FSMA 210), Business Law I (BSAD 201), Principles of Macroeconomics (ECON 101), and Principles of Banking (BSAD 120), or permission of instructor.

FSMA 330/ECON 330
FINANCIAL MARKETS AND INSTITUTIONS
Fall and Spring, 3 credits
This course provides an understanding of financial markets and financial institutions that operate within the financial markets. It introduces the financial markets where flow of funds occur through financial market instruments, such as bonds, money markets, mortgage markets, foreign exchanges, stock and derivatives (futures, forward, options, and swaps). It focuses on financial institutions, such as the Federal Reserve, commercial banks, thrifts, insurance companies, investment banks, finance companies, mutual funds, and pension funds. In addition, it provides a comprehensive introduction to risk management within the framework of financial services industry. Three hours lecture per week. Prerequisites: Principles of Macroeconomics (ECON 101) or Principles of Microeconomics (ECON 103), and a minimum 45 credit hours, or permission of instructor.

FSMA 415
GLOBAL FINANCE
Fall and Spring, 3 credit hours
This course covers issues related to both international financial markets and the financial operations of a firm within the international environment. Major topics include the international monetary systems, foreign exchange regime, management of foreign exchange exposure, international financial management, taxation of international income, and international mergers and acquisitions. Three hours
lecture per week. Prerequisites: Global Investments (FSMA 315) or permission of instructor.

FSMA 420 FINANCIAL DERIVATIVES
Spring, 3 credits
This course examines the dramatic growth of the derivatives markets in the last two decades. This growth, triggered by deregulation, globalization, increased uncertainty and volatility, has empowered enterprises to successfully manage their financial price risk. Topics to be covered include: the use of derivatives for risk protection, cash flow modification, arbitrage, and investment. Three hours lecture per week. Prerequisite: junior level status in Financial Services or permission of instructor.

FSMA 429 ORIENTATION TO CULMINATING EXPERIENCE
Fall and Spring, 1 credit hour
his course is intended as the precursor to the senior culminating experience in the Financial Services bachelor’s program. Seniors meet with faculty on a weekly basis to discuss résumé preparation, job interviewing techniques, identifying and securing internships and internship requirements. This course is a prerequisite to Finance Internship (FSMA 480). Fifteen lecture hours to include: lecture, discussion, internship preparation and review. Prerequisite: Senior status in Financial Services program.

FSMA 460 SENIOR PROJECT
Fall or Spring, 3-15 credit hours
This course is an alternative to FSMA 480. It is designed for students who are unable to complete a 15-credit internship. Students will complete a senior research project specifically addressing issues under the umbrella of financial management. Under the guidance of a faculty mentor, the student will submit a research proposal, conduct research, prepare a thesis style report, and present a defense to a thesis committee. This course may be repeated for credit up to a maximum of 15 credit hours. 3.75 project hours per credit hour. Prerequisites/Corequisites: Introduction to Culminating Experience (FSMA 429) and senior level status in the Finance program or permission of instructor.

FSMA 480 FINANCE INTERNSHIP
Fall and Spring, 6-15 credit hours
Financial service internship is a culminating experience in which the student will be expected to integrate and apply concepts gained in previous course work to actual financial service area. In conjunction with a field supervisor at the host organization, the student will perform prescribed work within an administrative setting. The internship will be tailored to the individual student's career interests and the needs of the supervisor and supervising organization. Such internship assignments may include, but are not limited to, information gathering, analysis, planning, implementation, evaluation, and other tasks and responsibilities as required. by the sponsor. This course can be taken multiple times up to a maximum of 15 credit hours. Prerequisites: Orientation to Culminating Experience (FSMA 429) and senior level status in the Finance program, or permission of instructor.

FSMA 291-295, 391-395, OR 491-495 SPECIAL TOPICS IN FINANCE
Fall/Spring, 1-4 credit hours
Special Topics in Finance will generally include topics of interest or topics not covered in courses offered by the department or in combinations not currently available.

FYEP 101 FIRST YEAR EXPERIENCE
Fall/Spring, 1 credit hour
This course is designed to introduce, acclimate and connect students to the college campus. In-depth discussions, specialized topics and a final presentation tied to a common First Year Experience theme will assist students in formulating professional goals and achieving academic success. One hour of lecture per week.

GEOG 101 INTRODUCTION TO GEOGRAPHY
Spring, 3 credit hours
This course provides a survey of two major themes in geography—the physical landscape and the distribution and interrelationships of human activities over the globe. Special emphasis is given to developing a geographical perspective to address economic, population and social problems at local, regional and global levels. Three lecture hours per week. Social Science elective.

GEOL 101 PHYSICAL GEOLOGY
Fall/Spring, 3 credit hours
This course includes a general look at the earth including its composition and structure on a large scale. The processes that cause changes in and on the earth will also be studied. Topics will include: the study of minerals and rocks, the origin and type of rocks, the rock cycle and the identification of many of the common rocks and minerals. Other major topics include: geological time, weathering, erosion, glaciers, running water, volcanoes, earthquakes, plate tectonics and geological work. Three hours lecture per week.

GEOL 291-295, 391-395, OR 491-495 SPECIAL TOPICS IN GEOLOGY
Fall/Spring, 1-4 credit hours
Special Topics in Geology will generally include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available.

GMMD 101 INTRODUCTION TO MEDIA STUDIES
Fall/Spring, 3 credit hours
This course will introduce students to the process of media analysis. Emphasis will be placed on key terms for adopting a critical eye towards mass media and the development of media literacy in both traditional (print, radio, film, television) and emerging (digital and web-based) forms. Three hours lecture per week.

GMMD 102 INTRODUCTION TO DESIGN
Fall/Spring, 3 credit hours
Introduction to Design is a studio-based class investigating the tools, materials, and foundational concepts of design. Introduction to Design will present the methodology and critical awareness for problem solving inherent in all design fields. Through the discussion, examination and execution of a variety of design exercises, students will develop their understanding of visual composition and design theory. While the course exercises focus on 2-D graphic design, this broad introduction to design theory develops the creative problem solving skills integral to all fields of design. Two hours lecture, two hours studio/laboratory per week.
pay particular attention to the construction of film images, systems of film editing, film sound, and the various ways in which film systems can be organized (narrative, non-narrative, genres, etc.) There is a required weekly film screening. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102) or permission of instructor.

GMM 240
PROFESSIONAL PRACTICES
Fall/Spring, 3 credit hours

Professional Practice is an experiential survey of various design professionals and their working environments. Students will leave the classroom and attend several lectures and professional visits, experiencing first hand the work flow, professional practices and client interaction of designers in their workplaces. Students will complete several assignments based on their research and first hand experience with several design careers, including the preliminary work in arranging for their GMM 240 internship. Three hours lecture per week. Prerequisite: GMM 240, 45 credits with a 3.0 GPA, or 60 credits with a 2.5, or permission of the instructor.

GMM 301
3-D DESIGN
Fall/Spring, 3 credit hours

3-D design bridges the concepts of design with the basic methodologies and concepts of three dimensional fabrication and composition. The course will challenge students to further develop and employ problem solving methodology to a variety of basic conceptual and practical problems in 3-Dimensional space. The course emphasizes the basic sculptural methodologies, including subtractive and additive processes, assemble, construction, carving, casting, molding, armature, and kinetics/mechanics. The ability to move between 2-dimensional and 3-dimensional conceptualization/realization is the primary focus of this class. Two hours lecture, 2 hours studio/lab per week. Prerequisite: Introduction to Design (GMM 102).

GMM 302
PROFESSIONAL PHOTOGRAPHY
Fall/Spring, 3 credit hours

Building upon the introductory skills of GMM 201, this course is designed for students who are interested in the professional applications of photography. Students experience a variety of advanced concepts, techniques, and approaches designed to help them enhance their abilities to create and use the digital photographic image in narrative, creative, documentary, commercial, and editorial forms. The classroom lectures will emphasize versatile techniques and creative problem-solving strategies. Through practical assignments, students will develop their skills and awareness in on-location photography, constructing and presenting visual narratives, ethics and issues, the creative license in commercial applications, and the ability to meet the demands of providing photography as a service. Particular emphasis will be placed on the exploration of advanced techniques, including advanced lighting, advanced post-processing, photography as a design tool, and product photography. Prerequisites: Digital Photography (GMM 201) and Introduction to Design (GMM 102), or permission of instructor.

GMM 303
EXPERIMENTAL DIGITAL PHOTOGRAPHY
Spring, 3 credit hours

This course builds sequentially on the introductory skills developed in GMM 201. Through lectures, tutorials, and hands-on laboratory exercises, students will expand their capabilities in digital image capture, processing, printing and presentation. Experimental techniques and approaches in digital imaging will be emphasized. In addition to broadening technical and conceptual capabilities, through research and laboratory projects students will achieve a more sophisticated understanding of contemporary digital media and begin to locate their work in relation to contemporary fine arts and media. Three hours lecture per week. Prerequisites: Introduction Design (GMM 102) and Digital Photography (GMM 201), or permission of instructor.

GMM 313
STUDIES IN GENRE FILM
Fall/Spring, 3 credit hours

This course will provide an opportunity to study one film genre in depth. Emphasis will be on thematic cultural analysis of the genre's role in contemporary society. Different topics will be offered on a cycle, including the following:

GMM 313a: Documentary Film - Nonfiction cinema has been defined as factual description of events and people in the historical world, but every aspect of this definition has also been contested or subjected to multiple interpretations. This course aims at sifting through documentary films as they relate to issues of exposition and position—the reflection of a true image and the reflection of a viewpoint.

GMM 313b: Horror in Film - Monsters, vampires and other horrors portray anxieties, whether personal or cultural. They have been a central point of film production from the earliest days of cinema in Germany and beyond. Beginning with the 1922 German classic Nosferatu, the course will survey the horror story in film and literature. The course will introduce students to the techniques of film studies and cultural studies while seeking to analyze the particular anxieties embodied in each film.

GMM 313c: The Film Western - This course will examine the wide cultural journeys of the Western genre in its various forms: as Wild West ideology, as spaghetti Western, as nostalgia, as an exploration of genre, and as a critique of American values.

GMM 313d: History of the American Comic Film - This course examines the narrative and formal style of various American film directors and comedians. The course will examine comic theory as well as investigating perennial themes in American comedies.

GMM 313e: Science Fiction in Film - This film will examine the cultural preoccupations of the science fiction film. We will screen and discuss films demonstrating the history of the form, from the silent era to the present. We will concentrate especially on the ways filmmakers use these films to visualize fears about current scientific and technological issues.

Three hours lecture per week. Prerequisites: Film Analysis (GMM 211) or a literature course. Students may take one genre for Gen Ed. credit. Students may take multiple genres for elective credit.

GMM 317
CULTURE AND COMMUNICATION
Fall and Spring, 3 credit hours

This course provides students with tools to analyze communication resources. The course emphasizes the use of multimodal communication in contemporary popular culture, and considers resources ranging from photography, film, television, music, fashion and subcultures. Students develop detailed analysis of cultural resources through methods derived from semiotics and communication studies. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102); Intro to Media Studies (GMM 101) and at least 30 credit hours or permission of the instructor.

GMM 330
WEB DESIGN AND DEVELOPMENT
Fall/Spring, 3 credit hours

Students will be introduced to basic code, web development strategies, and current industry standards. Students will learn how to create and edit HTML and CSS with web authoring tools. Special emphasis will be placed on file management and image design. The course culminates in a final project utilizing the design process. Three hours lecture per week. Prerequisites: Introduction to Design (GMM 102) and Introduction to Programming (CITA 180) or equivalent, or permission of the instructor.

GMM 331
DIGITAL ILLUSTRATION AND TYPOGRAPHY
Fall/Spring, 3 credit hours

This course emphasizes the acquisition of software skills in vector based graphics. Students explore digital workflow, visual communication, and the design process in relation to illustration, and logo and graphic identity. Three hours lecture per week. Prerequisites: Introduction to Design (GMM 102), and Digital Photography (GMM 201), or permission of the instructor.

GMM 401
MULTIMEDIA PRODUCT DESIGN
Fall/Spring, 3 credit hours

This course provides an experimental and experiential approach to integrating content with new media techniques and processes. Students will use com-puters as creative tools to explore narrative, immersion, virtuality, visuality, and networked public sphere, with an eye towards integrating theoretical under-standing of these concepts with
the needs of particular design projects. Students also develop planning and organizing skills for experimental interactivity and imaging projects. Three hours lecture per week. Prerequisites: Visual Programming and Development Tools (CITA 342), Digital Photography (GMMD 302), Digital Experimental Photography (GMMD 303) or permission of instructor.

GMMD 409  
ISSUES IN NEW MEDIA JOURNALISM  
*Fall/Spring, 3 credit hours*  
This course explores the politics of new media entering the world of traditional print and broadcast journalism. Students are asked to consider whether non-centralized forms represent a new democratization of publishing or whether they erode the possibility of objective journalism. Emphasis is placed on situating these new forms within a history of journalism from its 17th century beginnings through the new journalism of the sixties and into the present implications of reporting through social networks. Three hours lecture per week. Prerequisites: Professional Communication (ENGL 301), and Journalism (GMMD 309), or permission of instructor.

GMMD 411  
DIGITAL DOCUMENTARY VIDEO  
*Fall/Spring, 3 credit hours*  
This course explores the practice of documentary filmmaking. Students will discuss basic tools and principles of film narration and montage as well as the technical and compositional aspects of using archival, found and produced footage. Through lectures, critiques, research and studio exercises, students will explore the creative process of interpreting, representing, and affecting the sociological and environmental relationships by means of the moving image. Three hours lecture per week. Prerequisite: Introduction to Design (GMMD 102) and Digital Photography (GMMD 201) or permission of instructor.

GMMD 412  
EXPERIMENTAL DIGITAL VIDEO  
*Fall/Spring, 3 credit hours*  
This course builds upon the technical, compositional and production techniques learned in GMMD 301 and GMMD 102. Through tutorials, studio assignments, critiques, and research, students will utilize advanced techniques and conceptual approaches to produce and critique several digital video works. Students will combine the elements of performance, scripting, sound, computer graphics, and video techniques, as well as have in-group discussions about student- and professional-produced films. Three hours lecture per week. Prerequisites: Digital Photography (GMMD 201) and Introduction to Design (GMMD 102), or permission of instructor.

GMMD 420  
ANIMATION TECHNIQUES  
*Fall/Spring, 3 credit hours*  
This course develops an overview of the techniques and history of 2D and 3D animation, including stop-motion and tweened animation. Students engage in hands-on projects involving the development of hand-drawn and computer-generated animation. Emphasis is placed on understanding the place of animation in the context of the film, television, internet, and gaming industries, project management, and the development of a personal animation style. Three hours lecture per week. Prerequisites: Digital Illustration and Typography (GMMD 331), Experimental Digital Video (GMMD 412), Experimental Digital Photography (GMMD 303), or permission of the instructor.

GMMD 432  
VIRTUAL WORLDS  
*Spring, 4 credit hours*  
This course examines gaming concepts, nonlinear narrative, delivery systems and software for the entertainment or educational software industries. Working with 2D and 3D visual concepts, virtual reality, interactivity and sound the student will develop media for the entertainment industry. Environments, characters, gaming strategies, role playing concepts, navigation and feedback will be part of the information presented within the course. Four lecture hours per week. Prerequisites: Visual Programming and Development Tools (CITA 342), or permission of instructor.

GMMD 440  
ORIENTATION TO CULMINATING EXPERIENCE IN GMMD  
*Fall/Spring, 1 credit hour*  
This course is the precursor to the culminating experience in the Graphic and Multimedia Design program. The culminating experience will consist of an internship, a group or individual project or a combination of both. Seniors will meet with faculty on a weekly basis to discuss resume preparation, job interviewing techniques, on-the-job training, identifying and securing internships, internship requirements and performance assessment/evaluation. Students prepare their portfolio for either an internship or group/individual project. Students, who chose the group/individual project for their culminating experience will meet with faculty to develop research proposals. One hour lecture per week. Prerequisites: Successful completion of all core GMMD courses years 1-3 or permission of instructor.

GMMD 443  
ARTS MANAGEMENT INTERNSHIP  
*Fall and/or Spring, 4 or 8 credits*  
Students focus on the challenges of negotiation, public relations, and management. Students will explore a variety of management situations in broadcasting, galleries, museums, and theaters and design agencies. Students apply classroom skills in an organizational environment. Working with a faculty and on-site supervisor, the students perform and reflect on prescribed work. Students complete a supervised internship in an appropriate internship setting commensurate with the student’s career interests and at the appropriate baccalaureate level. 40 hours of internship work per credit hour. Prerequisites: GMMD 440: Orientation to Culminating Experience in GMMD Co-course, GMMD 442 Graphic and Multimedia Design Individual Project or GMMD 443 Arts Management Internship or permission of instructor.

GMMD 444  
MULTIMEDIA PRODUCT DESIGN II  
*Spring, 4 credits*  
This course is a capstone experience course in the Graphic and Multimedia Design program, allowing students to develop skills in group communication and teamwork as they plan, design, develop, produce, present, and defend a culminating research project. Through regular research, critiques, and planning sessions with GMMD faculty, the senior student capstone projects are developed and realized. This course builds on the skills, projects and working methodology developed in the GMMD401; culminating in a public presentation of student works and an exit portfolio for graduation. Three lecture hours per week. Prerequisites: GMMD401 Multimedia Product Design, or permission of instructor.

GMMD 291-295; 391-395; 491-495  
SPECIAL TOPICS IN GMMD  
*Fall/Spring, 1-4 credits*  
An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Graphic and Multimedia Design.

GRST 201  
INTRODUCTION TO GENDER STUDIES  
*Spring, 3 credit hours*  
This course provides a broad introduction to the field of Gender Studies. From an interdisciplinary approach, this course explores past and present theories and issues about gender including, but not exclusive to, class, race, social justice, emancipation, economics, and education. Students are introduced to feminist ideology and methodology, as well as the causes and effects of gender inequality. Three lecture hours per week. Prerequisites: ENGL 101 or 102; 30 credits earned; or permission of the instructor.

HEFI 201  
HEALTH & WELLNESS PROMOTION  
*Fall, 3 credit hours*  
This introductory course in Health and Wellness promotion introduces students to concepts required for development of successful Health/Wellness promotion programs for a variety of patient/client populations. Concepts such as the impact of socioeconomic status on health/wellness, cultural diversity as related to health/wellness, methods of creating change, and teaching strategies and theory, including teaching the adult learner, will be covered. Students will discuss current literature related to these topics and develop a promotion/wellness intervention project based on an area of their choice. Three hours lecture per week. Prerequisite: sophomore level status or permission of instructor.
Course Descriptions: HEALTH AND FITNESS

HEFI 202
HEALTH AND WELLNESS ACROSS THE LIFESPAN
Spring, 3 credit hours

Students will explore the application of health promotion principles for individuals at different stages of life, from birth to old age. Disease and health promotion issues common to each population will be identified and discussed. Students will formulate strategies to promote healthy lifestyles and advocate for positive changes in health policy for individuals and communities. Three hours lecture per week. Prerequisite: Health and Wellness Promotion (HEFI 201) or permission of instructor.

HEFI 203
MOTOR DEVELOPMENT
Spring, 3 credit hours

This course covers the concepts of motor learning and motor development, how they affect motor learning, and what normal motor skills are for the various age groups. Students explore how our motor responses progress and develop from the very young, to the very old, and how differing motor, cognitive, and social abilities will affect our motor skills. Students learn how an individual learns motor skills, what things affect their ability to learn, and how to structure a motor learning environment to positively influence the physical, instructional, and affective factors in motor learning. Students practice designing and structuring effective practice sessions, and how to demonstrate, verbalize, and provide feedback. Prerequisite: Health and Wellness Across the Lifespan (HEFI 202), Sophomore level status or permission of instructor.

HEFI 303
EXERCISE PHYSIOLOGY
Spring, 3 credit hours

Students will study immediate and long term physiological responses and adaptations to exercise. Specifically, the role of the musculoskeletal, neuro-muscular, cardiovascular, and respiratory systems in regulating exercise will be covered in detail and adaptations of these systems to exercise will be discussed. Environmental and hormonal influences will also be included. Students will explore specific aspects of training for sports performance. Three hours lecture per week. Prerequisite: Human Anatomy & Physiology I & II (B IOL 217/218) or permission of instructor.

HEFI 310
ADVANCED CARE AND PREVENTION OF ATHLETIC INJURIES
Fall/Spring, 3 credit hours

This course is designed to further reinforce the knowledge and skills necessary for recognition and assessment, of sport related injuries. The management and prevention of sport related injuries is discussed, as well as specific taping techniques. Three hours lecture per week. Prerequisite: Human Anatomy & Physiology I & II (B IOL 217/218) and Junior level status, or permission of instructor.

HEFI/PSYC 320
PSYCHOLOGY OF HEALTH AND FITNESS
Spring, 3 credit hours

This course examines human behavior and how it relates to healthy behavior and fitness. The effects of psychological factors on health, fitness and wellness, and the effects of physical activity and sports on psychological well-being is discussed. The concept of Positive Psychology, a strength-based, preventative approach to personal and community research and interventions is an integral part of the course. Three hours lecture per week. Prerequisite: Human Development (PSYC 225), junior level status, or permission of instructor.

HEFI/SSCI 370
RESEARCH METHODS IN SOCIAL AND HEALTH SCIENCES
Fall/Spring, 3 credit hours

This course provides an intense comprehensive study of the scientific research process utilized in the social and health sciences. Students will be trained to be critical consumers of published research and will be expected to complete a research project. Topics that will be covered include the underlying theory of research; and data management and presentation. Three hours lecture per week. Prerequisite: Introduction to Psychology (PSYC 101), or Introduction to Sociology (SSCI 101), or Introduction to Science and Technology of Behavior (SSCI 245), or Principles of Macroecnomics (ECON 101), or Principles of Microecnomics (ECON 103); Statistics (MATH 141) or equivalent course work, and Expository writing (ENGL 101) or Oral and Written Expression (ENGL 102), or permission of the instructor. Additionally, students must have at least junior level status or permission of the instructor.

HEFI 375
FITNESS AND SPORTS NUTRITION
Fall/Spring, 3 credit hours

This course will provide students with an understanding of the link between nutrition and exercise. Specifically, students will examine the unique demands of exercise training for athletes at all levels and the impact of nutrition on performance. Students will integrate their knowledge of exercise physiology and sports nutrition to create a dietary plan that enhances athletic performance. Three hours lecture per week. Prerequisite: Exercise Physiology (HEFI 303) or permission of instructor.

HEFI 401
FITNESS ASSESSMENT AND EXERCISE PRESCRIPTION
Spring, 4 credit hours

Students will acquire the knowledge and skills to assess the physical fitness of apparently healthy individuals. The focus will be on the four components of physical fitness: cardiorespiratory fitness, muscular fitness, body composition, and flexibility. Hands-on training in assessment and exercise prescription for these four components will be included during laboratory sessions. Three hours lecture, two hours laboratory per week. Prerequisite: Exercise Physiology (HEFI 303), or permission of instructor.

HEFI 402
STRENGTH AND CONDITIONING
Fall, 3 credit hours

This course serves to provide students with advanced knowledge and skills to design and implement safe and effective strength and conditioning programs specifically for an athletic population. An in-depth study of resistance training is included, along with specialized topics such as bioenergetics, endocrine response to resistance exercise, and use of performance-enhancing substances. Both aerobic and anaerobic exercise prescription for the athlete is discussed in detail. This course provides specific preparation for the student who wants to pursue certification as a Strength and Conditioning Specialist (CSCS) through the NSCA. Three hours lecture per week. Prerequisite: Exercise Physiology (HEFI 303), or permission of instructor.

HEFI 403
COMMUNITY WELLNESS
Fall/Spring, 3 credit hours

This course introduces students to the benefits of establishing health promotion programs in community settings. Students are provided with the knowledge and tools required to assess community needs, plan and implement wellness and fitness programs, and assess program outcomes. Theories of behavioral change guide the assessment and planning process. Three hours lecture per week. Prerequisite: Health & Wellness Promotion (HEFI 201) and Health and Wellness Across the Lifespan (HEFI 202), or permission of instructor.

HEFI 404
LEGAL ASPECTS AND DOCUMENTATION IN HEALTH AND FITNESS PROFESSIONS
Fall 3 credit hour

Students learn and discuss the current standards and guidelines that help health and fitness establishments provide high-quality service and program offerings in a safe environment. Students learn the high standards of care to satisfy fitness facility certification. They also learn standards and guidelines for pre-activity screening, orientation, education, and supervision; risk management and emergency procedures; facility design and construction; facility equipment; operating practices; signage; other client contact fundamental skills; as well as history taking and effective documentation of client information. Prerequisite: Junior level status or permission of instructor.

HEFI 405
CURRENT ISSUES IN HEALTH AND FITNESS
Spring, 3 credit hours

This writing intensive course focuses on current issues related to health promotion and prevention of disease, with an emphasis on the role of physical activity. Healthy People 2020 provides a framework from which to generate topics and discussion. Students are required to research current events and issues that present themselves on a local, national, and international level and formulate their own thoughts and conclusions regarding these topics. Three hours
lecture per week. Prerequisite: Senior level status in HEFI program or permission of instructor.

HEFI 406
ORIENTATION TO INTERNSHIP
Fall 1 credit hour
This course is a prerequisite course that prepares students for HEFI 407. Best practices in searching for internship opportunities as well as the fundamentals for developing an internship contract that meets SUNY Canton guidelines are discussed. Students are expected to submit an internship proposal which will include anticipated goals and objectives for the internship, as well as a timeline for completion. Students are provided guidance in documenting daily reflections and activities in a journal and for building a professional portfolio. One hour lecture per week. Prerequisite: Senior level status in HEFI program or permission of instructor.

HEFI 407
HEALTH AND FITNESS PROMOTION INTERNSHIP
Spring, 3-15 credit hours
This internship course provides the student with practical experience in a health/fitness setting. This experience enables students to integrate concepts and skills gained in the classroom/lab setting. The internship is individualized based on the career interests of the student and the specific needs of the organization. Internship proposals must be presented and approved prior to registration for the course. Prerequisite: HEFI 406 and senior level status in HEFI program or permission of instructor.

HEFI 408
EXERCISE PRESCRIPTION FOR SPECIAL POPULATIONS
Spring, 4 credit hours
Students acquire the knowledge and skills to assess the physical fitness of individuals with special needs. The focus of the course is on how to assess the four components of physical fitness: cardiorespiratory fitness, muscular fitness, body composition, and flexibility in patients/clients who have special needs. Hands-on training in assessment and exercise prescription for these four components is included during laboratory sessions. Special needs populations include: pregnancy, heart disease, cancer, diabetes, obesity, poor psychological health, osteoporosis, arthritis, the older adult, children and adolescents, neurological conditions, metabolic disorders, etc. Three hours lecture, 2 hours laboratory per week. Prerequisite: Fitness Assessment and Exercise Prescription (HEFI 401), and Strength and Conditioning (HEFI 402).

HIST 101
HISTORY OF THE WESTERN HERITAGE
Fall, 3 credit hours
This is a basic survey course in European history from early civilizations to approximately 1550 A.D. The focus is on the values, traditions, and changes that have characterized and determined Western culture, political institutions, social structures, and economic systems. Among the topics to be studied are: the Classical civilizations of Greece and Rome, Christianity, Islam, the Middle Ages, the Renaissance, and the Protestant Reformation. Three hours lecture per week.

HIST 102
MODERN EUROPE
Fall or Spring, 3 credit hours GER 5
A study of European history from the Reforma-
tion to the present. The focus is on several areas of historical change which have transformed Europe: culture (the Enlightenment, romanticism, contemporary European thought), politics (absolutism, power politics, and imperialism, ideologies liberalism, nationalism, socialism, and fascism), society and the economy (urbanization, industrialization, and the development of a global economy). Three hours lecture per week.

HIST 103
EARLY AMERICAN HISTORY
Fall and/or Spring, 3 credits GER 4
This course deals with the leading aspects of American history from the pre-colonial era through the end of the Civil War. Attention is given to political, institutions, diplomatic initiatives and constitutional questions, as well as broader economic, social, cultural, religious, and intellectual trends. This course also focuses on what is unique in the American historical experience, and relates American history to the broader global setting. Three hours lecture per week.

HIST 105
MODERN U.S. HISTORY
Fall and/or Spring, 3 credit hours GER 4
This course deals with the leading aspects of American history from the Civil War to the present. Attention is given to political institutions, diplomatic initiatives and constitutional questions, as well as broader economic, social, cultural, religious, and intellectual trends political parties, leadership, and diplomatic and constitutional questions; as well as economic, social, and intellectual trends. This course also focuses on what is unique in the American historical experience and relates American history to the broader global context. Three hours lecture per week.

HIST 204
U.S. IMMIGRATION HISTORY THROUGH RACE, CLASS, AND GENDER
Fall and Spring, 3 credit hours GER 4
This course examines the history of immigration to the United States from the mid-19th century through the 20th century. The main themes of the course will include issues of race, class, and gender and how they factor into the immigration process and subsequent settlement period. A plethora of immigrant groups will be studied not exclusive to the following: Eastern and Southern Europeans, Asian and Pacific Islanders, Latin Americans, and Africans. Three hours lecture per week. Prerequisites/Corequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102); and Early American History (HIST 103), or Modern United States History (HIST 105), or Introduction to Gender Studies (GRST 201); or permission of the instructor.

HIST 205
BASEBALL IN AMERICAN SOCIETY
Fall and Spring, 3 credit hours
This course examines the historical impact that baseball has had on economic, social and cultural issues in America, particularly in the twentieth century. The main themes include issues of race, class, gender, labor, and immigration and how they factor into the evolution of American society. Particular topics include, but are not limited to, the Negro Leagues, Latino and Japanese participation, women, and free-agency. Three hours lecture per week. Prerequisites/Corequisites: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), and Modern U.S. History (HIST 105), or permission of instructor.

HIST 217
WORLD HISTORY, FROM 1300 TO THE PRESENT
Fall and/or Spring, 3 credit hours GER 6
Using a global perspective, this course will consider how different peoples and civilizations interacted, or failed to, in the last 700 years. Some of the themes that will be emphasized and examined are the roles that conquest, trade, religion, diffusion of ideas and technology played in bringing different parts of the world together. Three hours lecture per week.

HIST 303
COLONIAL AMERICAN HISTORY
Fall or Spring, 3 credit hours
This course explores the important themes in the history of the British American colonies in the seventeenth and eighteenth centuries. Particular attention is devoted to social and cultural developments and to the bringing together of peoples from different continents in the colonies. Other avenues of inquiry relating to such matters as imperial politics and economic growth will also be pursued. Three hours lecture per week. Prerequisites: Early American History (HIST 103) and Expository Writing (ENGL 101) or Oral & Written Expression (ENGL 102) or permission of instructor.

HIST 304
UNITED STATES WOMEN'S HISTORY
Fall and Spring, 3 credit hours GER 4
This course explores the social, economic, and political themes in United States Women’s History from pre-European contact through the twenty-first century. The diversity of women is emphasized and issues of class, race, national origin, activism, work, and the role of motherhood will be explored. Citizenship and the status of women in relationship to government will be discussed and analyzed. Three hours lecture per week. Prerequisites: 30 credit hours, Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), and a 2.50 cumulative GPA, or permission of instructor.
HIST 305
HISTORY OF THE VIETNAM WAR
Fall and Spring, 3 credit hours
This course provides an in-depth examination of the 20th century conflict in Vietnam through the lens of American involvement and interaction. Political, social, and economic and cultural contexts will be explored from both American and Vietnamese perspectives. The impact of the Vietnam War on American society, politics, and Cold War foreign policy and conduct will be examined as will the impact of the war on Vietnamese society and its subsequent development. Three hours lecture per week. Prerequisite: Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102); and Modern United States History (HIST 105) or World History (HIST 217); or permission of the instructor.

HIST 307
AMERICAN THOUGHT SINCE 1865
Fall or Spring, 3 credit hours
This course is a survey of American ideas from the end of the Civil War to the present. The topics covered in this course include: debates over Darwinism, religious belief, scientific truth and aesthetic judgment, as well as the intellectual underpinnings for the major movements and institutions of the post-Civil War era including democracy, feminism, civil rights, anticommunism and capitalism. Three lecture hours per week. Prerequisite: Modern U.S. History (HIST 105) or permission of instructor.

HIST 375
HISTORY OF CHILDHOOD AND YOUTH IN THE UNITED STATES
Spring, 3 credit hours
This course explores the social, economic, and political themes in the history of American childhood and youth from colonialism through the twentieth century. The diversity of children is emphasized and issues of social and economic class, race/ethnicity, national origin, gender and sexuality, activism, and work are explored. Citizenship and the status of children in relationship to government are discussed and analyzed. Prerequisites: 30 credit hours, Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102), Early American History (HIST 103) or Modern American History (HIST 105), or permission of the instructor.

HLTH 104
INTRODUCTION TO GERONTOLOGY
Fall, 3 credit hours
This interdisciplinary course is designed to introduce the student to the field of gerontology (the study of aging). The aging person is viewed in a holistic manner. Topics to be included are demography of aging, social and economic characteristics of aging, biological, psychological and social theories of aging, biomedical aspects of aging and selected issues in health and aging. Three hours lecture per week.

HLTH 105
PATHOLOGY
Fall, 3 credit hours
This course considers the natural response of the human body to disease, the process and progress of disease, and the implications for community health. Particular emphasis is placed on causes of deaths of interest to the embalmer. Three hours lecture per week. Open to all students.

HLTH 110
SURVEY OF COMPLEMENTARY MEDICINE
Fall, 3 credit hours
This is an introductory course that surveys the eight major areas of complementary medicine. The eight major areas include Chinese medicine, Ayurveda, Naturopathic medicine, Homoeopathy, Mind/Body medicine, Osteopathic medicine, Chiropractic medicine, and Massage Therapy/Body works. Three hours lecture per week.

HLTH 115
COMMUNICABLE DISEASES
Fall/Spring, 3 credit hours
This course is designed for students interested in health. The major emphasis is reportable communicable diseases. Students learn how to identify the disease agent, the reservoir, the mode of transmission, and the control of the spread. Diseases will be grouped as gastrointestinal, respiratory, blood-borne, and sexually transmitted. Three hours lecture per week.

HLTH 175
BASIC NUTRITION
Spring, 3 credit hours
This basic nutrition course is designed to create an awareness of everyday healthy eating and physical activity necessary for a healthy lifestyle. This course discusses personal profiles, Body Mass Index, calorie needs, dietary guidelines, and chronic disease risk factors. Three hours of lecture per week.

HLTH 200
MEDICAL TERMINOLOGY OF DISEASE
Fall/Spring, 3 credit hours
Medical terminology will be presented from a disease viewpoint. Diseases will include a cross-section of several different areas such as skin, respiratory, blood, and neonatal. Three hours lecture per week.

HLTH 212
HAPPINESS, HEALTH AND WELLBEING
Fall/Spring, 3 credit hours
Our world has become increasingly technologically complex and fast paced. As we work to achieve a life of happiness and contentment, many ignore the quality of our lives and the health of our body and mind. This course is a contemporary exploration of happiness in everyday life and its relationship to the well being and the health of our body and mind. Three hours lecture per week.

HLTH 303
OCCUPATIONAL HEALTH AND SAFETY
Spring, 3 credit hours
This course explores health and safety issues related to the workplace. Environmental controls that reduce transmission of communicable diseases, exposure to toxic substances, hazardous working conditions and accidents are included. Public policy decisions and health control program compliance issues are addressed. The effects of human-environmental interactions on physical, mental, and social well-being are explored. Three hours lecture per week. Prerequisites: Public Health Issues (HSMB 301) or junior level status or permission of instructor.

HLTH 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN HEALTH
Fall/Spring, 1-4 credit hours
Special Topics in Health will include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available. Prerequisite: permission of the instructor.

HSMB 101
INTRODUCTION TO HEALTH SERVICES MANAGEMENT
Fall, 3 credit hours
This course introduces the student to the health care system in the United States and to the role of the health services manager. The course offers an overview of health care system components, management concepts, goal setting, budgeting, organizing, team building and leadership concepts. The im-portance of communication in healthcare management area will be stressed. Incorporated into the weekly class sessions, the instructor will have the opportunity to discuss observational experiences to acquaint the student with the management and physical makeup of health care organizations. health care administrative functions, and health care management principles. Throughout the course, the instructor will work with students to develop their research, analytical, and communication skills in the health services management field. Three hours lecture per week.
HSMB 200
MEDICAL TERMINOLOGY & CODING CLASSIFICATION SYSTEMS
Fall, 3 credit hours
This course provides the student with an opportunity to learn the language of medical terminology and how it correlates with United States coding classification systems. Medical terminology will be presented by body system, integrating diseases affecting each body system type. The Students learn the basics of the ICD-9 and ICD-10 medical coding classification systems to better understand the impact on the financial status of the department and/or healthcare organization. Three hours lecture per week. Prerequisite: Introduction to Health Services Management (HSMB 101), or permission of instructor.

HSMB 301
PUBLIC HEALTH ISSUES
Fall, 3 credit hours
This course presents with an overview of the history and development of public health. The student then provided with the opportunity to examine the current public health care system and its relevance to their practice. The fundamentals of epidemiology are covered. Applications to the students’ practice settings are explored. Health planning, health promotion, and global health issues are included. Three hours lecture per week. Prerequisite: HSMB 101 or permission of instructor.

HSMB 302
LEGAL AND ETHICAL ISSUES IN HEALTH CARE
Fall, 3 credit hours
This writing intensive course prepares the students to examine legal and ethical issues in health care as they impact the health services manager and others involved in health care decision making. A variety of commonly experienced legal situations and ethical dilemmas will be discussed, including the basics of civil and criminal health care law, professional liability, antitrust, managed care, organizational restructuring, patient rights, scientific research, rationing, health care practices, and other issues. The course also will educate students in legal research methods applied to the health services management field. Three hours lecture per week. Prerequisite: Public Health Issues (HSMB 301) or junior level status or permission of instructor. Writing intensive course.

HSMB 304
U.S. HEALTH CARE SYSTEM
Fall, 3 credit hours
The United States health care system is a large and vital segment of the United States economy. This course identifies and examines the various components of the U.S. health care system and the interrelationship of those components. Topics covered include health care in a free enterprise system, government regulations, health services access and utilization, health delivery settings, health care personnel, the pharmaceutical industry, public health, health insurance, managed care, quality of care, health policy, and other topics. Three hours lecture per week. Prerequisite: Introduction to Health Services Management (HSMB 101), or junior status or permission of instructor.

HSMB 305
MANAGED CARE
Spring, 3 credit hours
This course provides the student with the basic information needed to learn critical concepts of managed care. The course will include types of managed care organizations, elements of management control and governance structure, and quality management in managed care. Regulating, legal and ethical issues related to managed care will be discussed. Three hours lecture per week. Prerequisite: U.S. Health Care System (HSMB 304), or junior level status, or permission of instructor.

HSMB 306
HEALTH CARE FINANCING
Fall, 3 credit hours
This course provides the student with an opportunity to understand the fundamentals of the financial management of health care organizations. The course includes such topics as accounting, financial statement analysis, time value money, cost analysis, and budgeting, and agency costs and their effects on financial decision making. Three hours lecture per week. Prerequisite: U.S. Health Care System (HSMB 304) and Introduction to Finance (FSMA 210), or junior level status, or permission of instructor.

HSMB 307
HEALTH CARE FACILITY ADMINISTRATION
Spring, 3 credit hours
This course explores the overall responsibilities of an administrator in contemporary health care facilities. These responsibilities involve planning, implementation, and other management skills. To contribute to the achievement of these skills, along with a greater knowledge of health operations, the course examines health care organizational structures, operational aspects of clinical and non-clinical departments, delivery and finance system issues, quality improvement, strategic planning, decision-making, evaluation, and other administrative related topics. Three hours lecture per week. Prerequisite: HSMB 304, or permission of instructor.

HSMB 308
ORIENTATION TO INTERNSHIP
Fall, 1 Credit
An internship is required to complete the degree in Health Care Management. The course prepares students for the internship by: securing an appropriate site and establishing learning objectives, describing journal contents and a portfolio, establishing contracts for SUNY approval and appropriate liability insurance documentation. Prerequisite: Senior level status or permission of instructor.

HSMB 310
HEALTHCARE QUALITY & PATIENT SAFETY
Fall, 3 Credit
This course discusses the state of current healthcare and the role of patient safety as a professional responsibility. Students will achieve a familiarity with the definition and measurement of quality of healthcare in a variety of healthcare setting along with the drivers of quality improvement, the history of healthcare quality, the principles of quality improvement, and the integrated patient safety risk management programs that promote the national patient safety goals. Three hours lecture per week. Prerequisite: Introduction to Health Care Management (HSMB 101) or permission of instructor.

HSMB 330
GRANT WRITING STRATEGIES
Fall 2 credit hours
This course provides a general overview of the grant seeking process. The facilitator will discuss the types of projects that generally get funded, sources that can be used to identify prospective funders, as well as the essential components of a well written grant. Participants will create a needs statement, develop a project that will address that need, write clear goals and objectives for that project, develop a budget and identify an evaluation tool that could be used to measure outcomes for the project. Two hours lecture per week. Prerequisite: Junior level status or permission of instructor.

HSMB 408
INTERNSHIP FOR HEALTH SERVICES MANAGEMENT
Spring, 3–12 credit hours
Working in conjunction with a field supervisor, the student performs delegated work within an administrative setting. This is a culminating experience in which the student is expected to integrate concepts gained in previous course work. The internship will be individualized according to the career interests of the student and the needs of the supervising organization. Internship assignments may include information gathering, analysis, planning, implementation, evaluation, budget and other responsibilities. Prerequisite: Senior level status. Completion of all required Health Care Management courses before participation in internship or permission of curriculum coordinator or Dean required.

HSMB 410
SENIOR SEMINAR
Spring, 3 credit hours
This multidisciplinary capstone course integrates materials from Business and Healthcare Management courses to allow students to gain practical skills and knowledge of the health care system and the role healthcare managers have within the healthcare system. Students analyze and evaluate advanced health care issues, i.e. impact of Affordable Care Act on health care facilities, providers, and consumers. Students also study contemporary challenges by incorporating knowledge gained through health care
courses and required readings. Three hours lecture per week. Prerequisite: Completion of a minimum of 90 credits in the Bachelor of Healthcare Management degree or permission of the instructor.

HUMA 189
INTRODUCTION TO ACTING
Fall or Spring, 3 credit hours

This course will examine various strategies for creating and performing characters from written and unwritten texts. Students will practice improvisation and perform various roles for both self and peer evaluation. Various acting techniques and methods for creating characters will be utilized. Three lecture hours per week.

HUMA 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN HUMANITIES
Fall/Spring, 1–4 credit hours

Special Topics in Humanities will fulfill the general humanities component of the distribution requirement of the College. It may be repeated for credit depending on the content of the course. It is not a course offered on a regular basis within the department. The intent of a special topics course is to offer an educational experience which is topical, not available within the regular curricular offerings, and may even be offered interdepartmentally depending on the nature of the course.

HUSV 100
HUMAN SERVICES FORUM
Fall, 1 credit hour

This course introduces the student to the Applied Psychology curriculum in addition to the aspects of the SUNY Canton First Year Educational Program. The course emphasizes aspects of the different tracks within the curriculum, the values, philosophy, and ethics of the profession along with awareness, critical thinking, problem solving, and related skills needed to be successful in academic pursuits. Student may not receive credit for both FYEP 101 and HUSV 100. Two lecture hours per week.

HUSV 201
INTRODUCTION TO HUMAN SERVICES
Fall and Spring, 3 credit hours

An introduction to the field of Human Services work. This course provides a sense of the scope of practice, the various fields of work and the type of clients encountered. Students will receive an overview of models of development and intervention along with an introduction to ethical conduct. Three hours lecture per week.

HUSV 281
FOUNDATIONS OF CHEMICAL DEPENDENCY AND TREATMENT
Spring, 3 credit hours

This course presents a study of the nature of addiction, including an overview of the addictions field, treatment approaches, assessment and diagnostic tools, treatment settings, and health concerns with substance-use disorders. Additional topics explored in pharmacology, toxicology, and screening, family issues, and support groups. Three lecture hours per week. Prerequisite: Introduction to Psychology (PSYC 101) and Introduction to Human Services (HUSV 201) and Alcohol, Drugs & Society (SSCI 181), or permission of the instructor.

HUSV 305
PROFESSIONAL AND ETHICAL RESPONSIBILITIES IN HUMAN SERVICE PROFESSIONS
Spring, 3 credit hours

Students examine ethical and legal issues confronting professionals in human service careers. The course focuses on processes to address dilemmas and maintaining professional boundaries and wellness. Different professional codes of ethics are compared and contrasted. Three lecture hours per week. Prerequisite: Introduction to Human Services (HUSV 201), or permission of the instructor.

HUSV 310
WORKING IN HUMAN SERVICE AGENCIES
Spring, 3 credit hours

This course introduces the student to an understanding of the basic skills and knowledge required of entry-level personnel in human service agencies. This course examines the conditions creating human needs and how agencies respond to these needs. Emphasis will be on working with others in a human service agency, how these agencies get services to people in need, and how professionals help clients to function more effectively. Three lecture hours per week. Prerequisites: Introduction to Human Services (HUSV 201) or permission of instructor.

HUSV 325
GROUP LEADERSHIP SKILLS
Spring, 3 credit hours

This course identifies and introduces the crucial skills that are necessary for competence in the area of understanding systems and conducting groups. Topics to be addressed include working with different types of groups, the counseling process, and responding to cultural differences that may affect group process. Special populations such as children, adolescents, elderly, mental health and addiction, survivors of sexual abuse, and divorced couples are explored. Three lecture hours per week. Prerequisites: Counseling Theories (PSYC 310). Corequisites: Counseling Skills (PSYC 410), or permission of the instructor.

HUSV 350
CARE COORDINATION, DOCUMENTATION, AND REFERRAL SKILLS
Fall, 3 credit hours

This course offers specialized, applied knowledge in the development of skills for the care coordination process, from Intake to termination. Actual agency documentation forms give students the opportunity to prepare and manage files using electronic means. Referral skills are also to be emphasized. Three lecture hours per week. Prerequisites: Alcohol, Drugs & Society (SSCI 181) and Foundations of Chemical Dependency and Treatment (HUSV 281), or permission of the instructor.

HUSV 415
ADDITION TREATMENT COLLOQUIUM
Spring, 3 credit hours

This course introduces students to specialized knowledge of topics in the field of addiction treatment. Students use this information to supplement the treatment process and to broaden their scope of practice. Three lecture hours per week. Prerequisites: Alcohol, Drugs & Society (SSCI 181) and Foundations of Chemical Dependency and Treatment (HUSV 281), or permission of the instructor.

HUSV 420
SEMINAR IN HUMAN SERVICES
Fall and Spring, 3 credit hours

Issues related to public policy, professional behavior, interpersonal dynamics, and work-related skills related to human service settings will be the focus. Students will also be expected to pursue placements for HUSV 421. Students must obtain program faculty approval before registering. Three lecture hours per week. Prerequisites: Intro to Human Services (HUSV 201) and Theory and Practice of Counseling (PSYC 310), or permission of instructor.

HUSV 421
PRACTICUM IN HUMAN SERVICES
Fall and Spring, 3 credit hours

This practicum correlates with content taught in required courses in Psychology and Human Services and is usually taken the semester after HUSV 420 (Seminar in Human Services). Students obtain field practicum sites working under the direct supervision of direct care staff and supervisors. This practicum will provide students with the opportunity to put the knowledge and skills they have learned in the classroom and laboratory into practice in a human service setting. Students are required to complete a minimum of 120 hours of field experience. Students will not be directly involved in decisions regarding evaluations, diagnosis, and treatment planning as regulated by NYS Office of Professions Laws. Prerequisites: Seminar in Human Services (HUSV 420).

INDEPENDENT STUDY
Fall/Spring, credits variable

A planned learning experience accomplished independent of formal classroom and/or laboratory sessions through written contract between a student and a member of the College’s faculty. Credits earned may be applied as electives or may be taken in lieu of required subjects under special circumstances. Credits: Variable; not to exceed a total of 12 hours toward the degree or certificate.

INTL 400
STUDY ABROAD
Fall/Spring, 3-15 credits

This course is designed to offer a student an opportunity to enroll in the study abroad programs and courses through other SUNY campuses and gain cultural experience. The students take courses
overseas and complete all the requirements outlined by the campus administrating the study abroad experience. They also have an opportunity to interact with students from other campuses. Prerequisites/Corequisites: Based on the specific requirements outlined by the administering campus. Most programs require at least sophomore level standing with the GPA of at least 2.5. Freshman must be in good standing and check with the International Programs Office to ensure eligibility.

JUST 101
INTRODUCTION TO CRIMINAL JUSTICE
Fall/Spring, 3 credit hours
This course is a comprehensive study of the development of criminal justice systems and operations in the United States. This course includes detailed examination, analysis and evaluations of the major components of the criminal justice system. Three hours lecture per week. Open to any student.

JUST 105
CORRECTIONAL PHILOSOPHY
Fall/Spring, 3 credit hours
A survey of the philosophy, theory, and practice involved in the treatment of convicted law violators of all ages within the institutional environment. This course provides an overview of the correctional field; its origins, development, current status, and future prospects. The role of corrections and its importance in the reduction and control of crime and recidivism is evaluated. Three hours lecture per week.

JUST 110
CRIMINAL LAW
Fall/Spring, 3 credit hours
A study of the fundamentals of criminal law; i.e., actus reus, mens rea, distinctions between grades of offenses; criminal responsibility; and the substantive law. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101) or permission of instructor.

JUST 111
CRIMINAL PROCEDURE
Fall/Spring, 3 credit hours
A study of principles that regulate the balance between the power of our government and the rights of individual citizens. Topics include specific constitutional amendments, searches and seizures, stops and arrests, the use of force in effecting arrests, the use of search and/or arrest warrants, self-incrimination, and stages of criminal proceedings in the U.S. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101) or permission of instructor.

JUST 201
CRITICAL ISSUES IN CRIMINAL JUSTICE
Fall/Spring, 3 credit hours
This course is a study of the economic, political, ethical and emotional issues relating to the justice system. Topics covered in this course include: current trends in the criminal justice system, understanding prejudices and functioning in a culturally-diverse society, plea bargaining, the death penalty, juveniles in the justice system, victimology, and current events related to the field. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101) or permission of instructor. Writing intensive course.

JUST 203
CRIMINAL INVESTIGATIONS
Fall/Spring, 3 credit hours
This course is designed to teach those skills and knowledge necessary to conduct thorough preliminary investigations of crimes. Techniques used to investigate common categories of crimes will be discussed. A major emphasis in this course will be the preparation and execution of investigative plans as they relate to a team approach. Other skills will include interviewing, crime scene processing, and basic forensic examination of evidence. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101) or permission of instructor.

JUST 205
CRIMINAL JUSTICE SEMINAR
Fall/Spring, 3 credit hours
This course is designed to offer the student an opportunity to have a practical field experience with a criminal justice agency of his/her choice. The student will observe and participate in the daily functioning of an agency, share information with other students, and provide the participating agency with a valuable commodity – their time as volunteers. This course may take one of two forms, either a practicum or library research, as agreed upon by both the student and the instructor. The library research option allows the student to conduct research on a criminal justice agency to gain a more in-depth understanding of the function of said agency. Prerequisite: 30 credit hours completed in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 207
POLICE SERVICES
Fall/Spring, 3 credit hours
This course provides students with an overview of the services that police agencies provide to the community. Programs, practices and techniques are presented with an emphasis on lawful behavior, efficiency and effectiveness. The topics include, but are not limited to: the importance of effective communication, arrest procedures, patrol strategy, enforcement of vehicle and traffic laws, violent behavior, terrorism, juvenile crime, disaster preparedness, and ethical behavior. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101) or permission of instructor.

JUST 209
LAW ENFORCEMENT COMMUNICATIONS
Fall/Spring, 3 credit hours
This course prepares students to write clear, accurate and grammatically correct police reports, evidence and other laboratory documents, arrest and search warrants, depositions, statements, and other associated law enforcement documents. Methods of communication such as note taking and interviewing mechanics will be addressed. Court testimony is also addressed. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101) or permission of instructor.

JUST 210
INTRODUCTION TO FORENSIC INVESTIGATION
Fall/Spring, 3 credit hours
This course familiarizes the students with various forms of forensic techniques evidence. The laboratory component of the course provides the student an opportunity to process and analyze various forms of forensic evidence. Two hours lecture and two hours of laboratory per week. Prerequisite: Introduction to Criminal Justice (JUST 101) or permission of instructor.

JUST 211
DIAGNOSTIC EVALUATION OF THE OFFENDER
Fall/Spring, 3 credit hours
This course introduces the student to diagnostic report writing with particular emphasis on the presentation investigation report conducted by probation/parole officers. Students are guided through a series of graduated steps toward production of a comprehensive assessment of offenders. Additionally, alternatives to incarceration and their applicable use(s) with a variety of offender populations will be explored. Students will also receive instruction in the preparing of criminal justice reports to include resume and cover letter construction. Three hours lecture per week. Prerequisite: Correctional Philosophy (JUST 105) or permission of instructor. Substitute for Law Enforcement Communications (JUST 209).

JUST 213
PRE-EMPLOYMENT POLICE BASIC TRAINING
Spring, 6 credit hours
This course is a collection of law enforcement subjects covering a wide variety of legal and procedural issues including: U.S. Constitutional Law, Use of Force, NY State Penal Law, Laws of Arrest, Sex Crimes, Civil Liabilities and Risk Management, and Domestic Violence Laws as well as other subject areas relative to modern policing. Prerequisite: Successful screening committee process that consists of the Board of Directors of the David Sullivan – St. Lawrence County Law Enforcement Academy.

JUST 215
COMMUNITY-BASED CORRECTIONS
Spring, 3 credit hours
This course is a study of the method and philosophy current in probation, parole, and other forms of community-based correctional services. The course material examines the role of the probation/parole officer, the community-based correctional programs director, and the community resources available to assist the probationer and parolee.
This course presents the role of the probation/parole officer community corrections director as a human service agent as well as functional part of the criminal justice system. Three hours lecture per week. Limited to Criminal Justice, Criminal Investigation, and Criminal Justice: Law Enforcement Leadership or Homeland Security students or permission of instructor.

JUST 221 WOMEN AND CRIMINAL JUSTICE
Fall/Spring, 3 credit hours
This course is a study of the female's role in the criminal justice system. Topics include women working in the fields of law enforcement, corrections, and the court system. The course also covers female offenders, prisoners, victims and other related topics. Three hours lecture per week. Prerequisites: Completed 30 college credit hours, or permission of instructor.

JUST 230 FUNDAMENTALS OF HOMELAND SECURITY
Fall/Spring, 3 credits
This course surveys the policies, practices, concepts and challenges confronting practitioners in Homeland Security with a focus on local entities. It provides an overview of threats to domestic security from terrorism, weapons of mass destruction, and other related risks and vulnerabilities. It examines the strategies and systems involved in protecting against and responding to threats. Discussion includes the managerial, political, legal and organizational issues related to crisis planning and response, the National Incident Management System impact on local practices, risk assessment and mitigation, communications and technology systems, medical and public health emergencies, and infrastructure protection. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101) or permission of instructor.

JUST 250 ORGANIZED CRIME
Fall/Spring, 3 credit hours
This course provides students with a viable definition of organized crime, its historical overview from the 18th century to present, and the theories behind why people become involved in organized crime. Topics include the development of organized crime in the northeast and its westward migration; nontraditional organized crime, the business enterprises of organized crime; the effect of organized crime in labor and business, and the effects of the media. Three hours lecture per week. Prerequisites: Expository Writing (ENGL 101) or Oral & Written Expression (ENGL 102), and sophomore status, or permission of instructor.

JUST 300 FORENSIC PHOTOGRAPHY
Fall/Spring, 3 credit hours
This course provides an introduction to basic techniques, equipment, material and other aspects of crime scene photographs including theory and practice of photographic image formation and recordings. The course utilizes “hands-on” instruction with an emphasis on crime scene photography, evidence photography, and surveillance photography. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 301 LATENT PRINTS AND IMPRESSIONS
Fall/Spring, 3 credit hours
This course is an introduction to the biological development of fingerprints and the identification of the various fingerprint patterns. Course activities include physical and chemical development of fingerprints, crime scene processing techniques, the Henry System of fingerprint classification, and the comparison and identification of suspect fingerprints through manual and automated means. Two hours lecture, two hours laboratory per week. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 303 INVESTIGATIVE INTERVIEWS
Fall/Spring, 3 credit hours
This course provides students with proven techniques which apply to conducting accusatory and non-accusatory interviews. Students develop skills related to preparing for an investigative interview with an emphasis on a proactive role. These skills include developing an interview strategy, interpreting physical and verbal cues, conducting a cognitive interview, developing admissions and confessions and recognizing a false confession. Course includes the most recent court rulings related to investigative interviews and admissibility of statements into court. Two hours lecture, two hours laboratory per week. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 310 THE CAUSES OF CRIME
Fall/Spring, 3 credit hours
This course introduces various criminological theories to explain the cause of criminal behavior. Specific attention is placed on the primary theorists and the evolution of their corresponding theories and how they relate to current theories associated with biological, psychological, personality, intelligence and gender, and social disorder. Students learn to identify and apply criminological theories to the commission of specific criminal acts. The history of crime and punishment is reviewed, leading to the present day criminal justice system and competing criminological theories. Three hours lecture per week. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 313 JUVENILE JUSTICE
Fall/Spring, 3 credit hours
This course provides an overview of the creation and evolution of juvenile justice in America. It examines the theories of delinquency, juvenile and police encounters, the adjudication process, status and non-delinquent offenders, detention of juveniles, and the rights of students. The evolution of the laws governing each aspect of juvenile justice is summarized. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 314 ETHICS IN CRIMINAL JUSTICE
Fall/Spring, 3 credit hours
This course will provide the student with theories and practices of ethics and professionalism in criminal justice. Areas of concentration will be law enforcement, courts, and corrections. This course will require the student to exercise critical thinking skills to solve issues that test the morals and ethics of criminal justice professionals on a daily basis. Students may not earn credit for both Professional Ethics (BSAD 319) and JUST 314. Three hours lecture per week. Prerequisites: Completion of 45 credit hours or permission of instructor.

JUST 315 CONSTITUTIONAL LAW FOR CRIMINAL JUSTICE PROFESSIONALS
Fall/Spring, 3 credit hours
This course is an examination of the U.S. Constitution and how it guides the procedures and practices of the American criminal justice system, with an emphasis on law enforcement Issues. Topics include an historical overview of the Constitution, our country's legal system and the role of the U.S. Supreme Court. Topics also focus on maintaining the balance between individual, state and federal rights, due process, searches and seizures, gun control, obtaining information legally, and rights related to the trial process. Students may not receive credit for both JUST 315 and LEST 340. Three hours lecture per week. Prerequisites: The American Legal System (LEST 101) or Introduction to Criminal Justice (JUST 101), and 45 credit hours completed, or permission of instructor.

JUST 317 POLICE TACTICAL SEMINAR
Fall/Spring, 3 credit hours
This course acquaints students with the methods and techniques that are recognized by law enforcement professionals as necessary for success in a law enforcement career. Students learns mental as well as physical techniques that are needed to tactically handle situations. Issues of officer safety are identified and discussed. The focus is on analytical understanding of the tactical challenges faced by U.S. law enforcement officers. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101) and 60 credit hours completed in Criminal Investigation, CJ: Law Enforcement
Leadership, or Homeland Security; or permission of instructor.

JUST 320 MEDICO LEGAL INVESTIGATIONS OF DEATH  
Fall/Spring, 3 credit hours

This course provides an in-depth look into the medicolegal aspects of death investigation, including the manners, mechanisms, and causes of death, as well as the post mortem changes. The course also instructs the student on wound interpretation and the method to apply post mortem conditions to criminal investigations to confirm or refute evidence of wrongful deaths. Three hours lecture per week. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security or permission of instructor.

JUST 321 MANAGING LAW ENFORCEMENT TRAINING  
Spring, 3 credits

In this course, students examine issues relating to law enforcement training to include pre-service training, basic law enforcement training, field training, in-service training and specialized training. The role of state oversight (P.O.S.T. type) agencies is examined. The course presents a detailed template for training management concentrating on the impact training has on the agency. The course familiarizes students with adult learning concepts and Dr. Benjamin Bloom’s taxonomy of cognitive learning. Central to the course is the understanding and appreciation of the variables associated with assessing the training needs and evaluation of training. Three hours lecture per week. Prerequisites: completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; and junior standing or permission of the instructor.

JUST 323 MULTICULTURALISM IN CRIMINAL JUSTICE  
Fall/Spring, 3 credit hours

This course provides an examination of the pervasive influence of culture, race, and ethnicity in the criminal justice system and within society. This course examines the cross-cultural contacts that criminal justice practitioners have with citizens, victims, suspects, and coworkers from diverse backgrounds. The major themes of this course include: multiculturalism, cultural awareness, understanding cultural differences, cross-cultural communications, racial profiling, hate and racially motivated crimes, and peace officer professionalism. Three hours lecture per week. Prerequisites: completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 324 SERIAL MURDERERS AND THEIR VICTIMS  
Fall/Spring, 3 credit hours

This course covers topics relating to serial murder and the various categories associated with the designation, including healthcare killers, sexual predators, male versus female murderers, team killers, and their respective victims. The student analyzes the issue of serial murder from a global perspective and ways law enforcement officials are attempting to profile and apprehend suspects. Three hours lecture per week. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 326 THREATS TO HOMELAND SECURITY  
Fall/Spring, 3 credit hours

In this course students study the post cold war threats to the United States of America and the corresponding security policies. This course takes an “all-hazard” approach to homeland security and the current threats facing our nation. Topics addressed include natural hazards, man-made hazards, domestic and international terrorism, weapons of mass destruction, cyber terrorism and the emergency management planning model. This course explains the roles of various first responder agencies and the responsibility of the government to coordinate their response. Three hours lecture per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of the instructor.

JUST 330 QUESTIONED DOCUMENTS  
Fall/Spring, 3 credit hours

This course includes an examination of techniques used to determine the authenticity of documents through the analysis of handwriting, ink and paper sources, methods of mechanical printing, and recover of erasures, obliterations and alterations. Two hours lecture, two hours lab per week. Prerequisite: completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 331 MANAGING PATROL FUNCTIONS  
Fall/Spring, 3 credits

This course provides a study of many aspects of police patrol, including goals and objectives of patrol, staffing and deployment, management styles of supervisors, and supervisory functions including scheduling and budgeting. Through group discussions, role playing activities and situational scenarios, students learn styles and various elements of the patrol function. Three hours lecture per week. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 333 MANAGING PATROL FUNCTIONS  
Fall/Spring, 3 credits

This course provides a study of many aspects of police patrol, including goals and objectives of patrol, staffing and deployment, management styles of supervisors, and supervisory functions including scheduling and budgeting. Through group discussions, role playing activities and situational scenarios, students learn styles and various elements of the patrol function. Three hours lecture per week. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 334 IMPLEMENTING & MANAGING COMMUNITY ORIENTED POLICING PROGRAMS  
Fall, 3 credits

This course provides students with insight into the meaning of community policing and presents many dimensions necessary to consider when developing and designing a community policing strategy. Students understand the practical side of community policing, recognize the community considerations that need to exist and develop methods applicable to their unique environments. Students discuss community policing as it relates to problem solving, community engagement and organizational transformation. Students also discuss strategies associated in developing positive working relationships with local community leaders and establishing meaningful communications where there is a partnership and commonality of interests. Three hours lecture per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or instructor’s approval.

JUST 335 CRIMINAL JUSTICE AGENCY MANAGEMENT  
Fall/Spring, 3 credits

Description, analysis, solution, and synthesis of contemporary management problems in a criminal justice organization; presentation and exemplary implementation of management concepts significant to criminal justice organizations; review of case studies for management problem recognition; the study of operational systems; analysis of the role of supervisors and managers. Three hours lecture per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 340 LEGAL ISSUES OF THE PENAL SYSTEMS  
Fall/Spring, 3 credit hours

Students examine problems and issues faced by incarcerated persons within the American penal system. Course topics include: history of confinement as punishment, issues of visitation, religion, legal assistance, prison discipline, rehabilitation, and the civil and criminal liabilities of corrections officials. Three hours lecture per week. Prerequisites: Introduction to Criminal Justice (JUST 101) and Correctional Philosophy (JUST 105), and completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 341 CORRECTIONS MANAGEMENT AND ADMINISTRATION  
Fall/Spring, 3 credit hours

This course examines the concepts, practices and theoretical bases of the management and administration of correctional facilities. Students will examine the issues of facility management, inmate
management, leadership and governance of correctional facilities, personnel management and policy formulation, and the challenges facing the future of American correctional systems. Three hours lecture per week. Prerequisite: Correctional Philosophy (JUST 105) and completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of the instructor.

JUST 344
CIVIL LIABILITY FOR THE CRIMINAL JUSTICE ADMINISTRATOR
Fall/Spring, 3 credit hours
In this course students examine civil liability issues at the local, state, and federal law levels. Students develop better awareness of the liability risks relative to criminal justice service by learning proactive protocols that may minimize personal and organizational liability risks. Three hours lecture per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of the instructor.

JUST 345
COMPARATIVE JUSTICE SYSTEMS
Fall/Spring, 3 credit hours
This course is an examination of crime as a world problem, consideration of the different ways justice systems are organized, comparison of the rights of offenders and an analysis of substantive and procedural law in different legal traditions, and an examination of multi-national efforts to address specific trans-border criminal activity. Similarities and dissimilarities between urban and rural criminal justice are examined in the context of culture and social structure. Three hours lecture per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 350
VICTIMIZATION
Fall/Spring, 3 credit hours
This course includes a study of the various issues involved in victimization, including theories, intimate versus stranger violence, family victimization, child abuse and neglect, workplace violence, school violence, elder abuse, and the criminal justice response to victimization. Three hours lecture per week. Prerequisites: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 353
CRIMINAL JUSTICE TECHNOLOGY
Fall/Spring, 3 credit hours
This course provides students with a survey of criminal justice technologies and their uses within the criminal justice system. In addition to providing significant technical information about technology (such as computer operations, wireless communications and geographic information systems), this course emphasizes the challenges involved in the use of technology such as implementation and interoperability. Moreover, through this course, the study of technology is integrated into wider criminal justice themes including: ethical and legal implications of technology; technology’s place in the community based policing model; and, how technology impacts traditional criminal justice policy-making. Three hours lecture per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security a CJ major or permission of instructor.

JUST 355
PUBLIC SAFETY CRITICAL INCIDENT RESPONSE
Fall/Spring, 3 credit hours
In this course students study the many facets of critical incident response. The course addresses specific obstacles public safety professionals face while responding to a critical incident or a disaster. The material contrasts the characteristics of a routine response to that of a large scale critical incident and requires the students to consider challenges that may not be common to a typical response situation. From the initial response to recovery, students examine the actions a responder may take and the likely consequences of those actions. Students in this class also study the National Interagency Incident Management System and how it is applied in a critical incident. Three hours lecture per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of the instructor.

JUST/CITA 365
DIGITAL FORENSIC ANALYSIS
Fall/Spring/Summer, 3 credit hours
This course is designed to prepare the student to complete forensic analysis of digital media and to understand the process and technical challenges of internet investigations. The course looks specifically at how to obtain evidence from digital media, how to process network messages and logs while preserving the evidentiary chain, and the legal aspects of the search and seizure of digital media and related equipment and information. Two hours lecture and two hours laboratory per week. Prerequisites: Introduction to IT (CITA 110) or higher level CITA course and completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 375
METHODS OF TERRORISM THROUGH THE AGES
Fall/Spring, 3 credit hours
This course examines the historical roots of modern terrorism, how the goals, justifications, and methods of terrorist acts in the successive eras are similar, and the strategies to bring terrorist and their organizations into the political process. Three hours lecture per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of the instructor.

JUST 380
CIVIL LIBERTIES AND HOMELAND SECURITY
Fall/Spring, 3 credit hours
This course examines the Constitutional and legal framework of the Homeland Security enterprise, discusses specific Constitutional issues and court opinions as they apply to Homeland Security, and considers the relationship between Homeland Security policies and the preservation of civil liberties. The course looks at the balance of the goals, objectives and activities of effective Homeland Security against the compelling need to preserve and extend fundamental American civil liberties. It examines the USA PATRIOT Act and its effectiveness in preventing and responding to the threat of terrorism as well as their role in shaping the development of Homeland Security agencies, policies, strategies, and infrastructure. Three hours lecture per week. Prerequisite: Introduction to Criminal Justice (JUST 101), Fundamentals of Homeland Security (JUST 230), and completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security; or permission of instructor.

JUST 406
CRIME SCENE INVESTIGATION
Fall, 3 credits hours
This course emphasizes crime scene processing and investigation including crime scene search principles, photography, descriptive writing, recognition of physical evidence, methods for collection and preservation of evidence, sketching techniques and methods of transportation or submission of evidence for laboratory analysis. Two hours lecture and two hours laboratory per week. Prerequisites: Forensic Photography (JUST 300), Latent Print and Impressions (JUST 301), and Investigative Interviews (JUST 303), and Senior status in the Criminal Investigations major or permission of instructor.

JUST 408
THE INVESTIGATION OF DEATH
Fall, 3 credit hours
This course is a comprehensive study of death investigations including the first responding officer's duties, the investigation at the scene, detectives' duties, case management, manners and modes of death, and identifying suspects. The course also presents recent statistics and trends related to murder. Two hours lecture and two hours laboratory per week. Prerequisites: Forensic Photography (JUST 300), Latent Print and Impressions (JUST 301), and Investigative Interviews (JUST 303), and Senior status in the Criminal Investigations major or permission of instructor.

JUST 410
CLANDESTINE GRAVES
Fall/Spring, 3 credit hours
This course presents students with the theories and practices of locating clandestine graves. Lectures address grave assessments, the use of experts, evidence recognition and preservation, and case studies. Labs will include grave location, excavation,
and recovery techniques. Two hours lecture and two hours laboratory per week. Prerequisite: Completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security, or permission of instructor.

**JUST 415**  
**EMERGING ISSUES IN HOMELAND SECURITY**  
*Fall/Spring, 3 credit hours*  
This course explores the evolving nature of the Homeland Security industry. It examines a number of contemporary issues and their immediate and long-term impact on Homeland Security policies and practices. The roles of the media, law, the Constitution, governmental and corporate entities, and politics at the federal, state and local levels in determining and shaping Homeland Security policy and practice are considered. Three hours lecture per week. Prerequisite: Fundamentals of Homeland Security (JUST 230) and completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security, or permission of instructor.

**JUST 420**  
**THE CORPORATE ROLE IN HOMELAND SECURITY**  
*Fall/Spring, 3 credit hours*  
This course explores the role of private sector entities in Homeland Security and relationships with governmental Homeland Security agencies. It examines the specific roles, responsibilities, and vulnerabilities of corporate entities in protecting the infrastructure as well as in preventing, deterring, and responding to events. Institutions such as utility providers, the private security industry, mental health systems, hospitals and biomedical facilities, companies with chemical and hazardous materials inventories, shipping and transportation companies, airlines and airports, the financial services industry, and information technology and telecommunication companies are considered. Three hours lecture per week. Prerequisite: Fundamentals of Homeland Security (JUST 230) and completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security, or permission of instructor.

**JUST 429**  
**INTRODUCTION TO CULMINATING EXPERIENCE SEMINAR**  
*Fall/Spring, 1 credit hour*  
This course is the precursor to the senior culminating experience in the Criminal Investigations, Homeland Security, or Criminal Justice: Law Enforcement Leadership Bachelor's programs. Students meet on a weekly basis with faculty to discuss resume preparation, job interviewing, locating and establishing internships, and internship requirements. This course is a prerequisite to JUST 430, Culinminating Experience in Criminal Justice. One hour lecture per week. Prerequisites: senior level status in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security, or permission of instructor.

**JUST 430**  
**CULMINATING EXPERIENCE IN CRIMINAL JUSTICE**  
*Fall/Spring, 3-15 credit hours*  
This internship is an academic program which integrates classroom work and practical experience with discipline-related agencies. It is structured field experience in which an intern acquires and applies knowledge and skills, while working in a responsible role. Working with a supervisor, the student will perform prescribed work within an administrative or operational setting. The internship will be tailored to the individual student's career interests and the needs of the supervising organization. 40 hours per week per credit hour. Prerequisite: All required Criminal Investigations, CJ: Law Enforcement Leadership, or Homeland Security curriculum courses or the permission of the department chair.

**JUST 441**  
**DOMESTIC EXTREMISM AND HATE CRIMES**  
*Fall/Spring, 3 credit hours*  
This course examines the foundations of domestic extremism and hate crimes and how they are manifested in criminal behavior. Various groups who have been labeled as supporting or engaging in domestic terrorism and hate crimes are examined. Focus is placed on the organizational structure, philosophies, and networks of domestic extremists and hate crime groups; federal and state statutory laws; impacting domestic extremism and hate crimes; and the interrelationships and interactions of domestic extremist organizations and hate crime groups. Three hours lecture per week. Prerequisites: completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security, or permission of instructor.

**JUST 449**  
**CURRENT ISSUES IN LAW ENFORCEMENT**  
*Fall Semester, 3 credit hours*  
This course identifies current and emerging issues that may have an impact on a police manager. Students will integrate concepts such as, ethical conduct, morality, violations of civil liberties, political correctness and corruption in law enforcement. Current U.S. Supreme Court decision and opinions, federal and state mandates affecting agency policies and procedures, and community activism and involvement will be used to help students evaluate their decisions. Prerequisites/Corequisites: Introduction to Criminal Justice (JUST 101) and completion of 45 credit hours in Criminal Investigation, CJ: Law Enforcement Leadership, or Homeland Security, or permission of instructor.

**JUST 485**  
**FRAUD EXAMINATION AND INVESTIGATIONS**  
*Fall/Spring, 3 credit hours*  
This course covers the theories, principles and methodology of fraud examination and investigation. Students learn how and why fraud is committed, how fraudulent conduct can be deterred, and how allegations of fraud are investigated and resolved. Three hours lecture per week. Prerequisites: JUST 101, ACCT 101, and completion of 45 credit hours or permission of Instructor.

**JUST 291-295, 391-395, OR 491-495**  
**SPECIAL TOPICS IN CRIMINAL JUSTICE**  
*Fall/Spring, 1-4 credit hours*  
Special Topics in Criminal Justice will generally include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available.

**LEST 101**  
**THE AMERICAN LEGAL SYSTEM**  
*Fall and Spring, 3 credit hours*  
A general overview of the American legal system, including federal and state court structures, the roles and responsibilities of various participants in the legal process, and the progress of civil and criminal cases through the courts. Three hours lecture per week.

**LEST 221**  
**CRIMINAL PRACTICE**  
*Fall, Spring, 3 credit hours*  
This course introduces students to the many aspects of Criminal Law and Criminal Procedure. Students learn the main structure of the criminal justice system, penal statues, case law, and criminal procedure with a focus on the 4th, 5th, and 6th Amendments to the United States Constitution. There will be a particular focus on Criminal Practice in the State of New York. Prerequisites: The American Legal System (LEST 101) and Business Law I (BSAD 201) or permissions of instructor.
Course Descriptions: LEGAL STUDIES

LEST 310
LEGAL RESEARCH
Spring, 3 credit hours
An overview of the sources of law in the American system and specific instruction in finding and analyzing the sources needed to answer legal questions, including case law, statutes, administrative law, and secondary sources. Three hours lecture per week. Prerequisites: Successful completion of Expository Writing (ENGL 101) or Oral & Written Expression (ENGL 102), and Introduction to Information Technology (CITA 110) or its equivalent, or permission of instructor.

LEST 320
NEGLIGENCE AND INTENTIONAL TORTS
Spring, 3 CREDIT HOURS
Students explore the Law of Negligence and Intentional Torts and how these areas of law affect the business community. Intentional torts include Business Torts, Defamation, Nuisance, Warranty, Strict Liability, Products Liability and an employer's liability for the negligence and torts of agents and employees. Prerequisite/corequisite: Business Law I (BSAD 201), or professor's prior approval.

LEST 330
LEGAL WRITING
Fall, 3 credit hours
Instruction in writing documents commonly used in a legal setting, and in analyzing and citing the sources needed to answer legal questions, including case law, statutes, administrative law, and secondary sources. Three hours lecture per week. Prerequisites: Legal Research (LEST 310) and either Business Communications (BSAD 200) or Professional Writing and Communication (ENGL 301), or permission of instructor. This is a writing intensive course.

LEST 340
CONSTITUTIONAL LAW
Fall, 3 credit hours
This course focuses on the issues raised by the structural parts of the United States Constitution. Consideration will be given to judicial processes in constitutional cases; judicial review; and the federal courts functioning in the constitutional system. Attention will be given to the relationships of the three federal branches of government, with emphasis on some of the powers and limitations of the executive, legislative and judicial bodies that arise from principles of separation of powers and national checks and balances. Three lecture hours per week. Prerequisites: The American Legal System (LEST 101) or Introduction to Criminal Justice (JUST 101) or Business Law I (BSAD 201) and junior status, or permission of the instructor.

LEST 350
CIVIL LITIGATION
Fall, 3 credit hours
Introduces students to substantive and procedural requirements for, and philosophical underpinnings of civil litigation in state and federal courts, at both the trial and appellate levels. Three hours lecture per week. Prerequisites: The American Legal System (LEST 101) and Business Law II (BSAD 202), or permission of instructor.

LEST 360
FAMILY LAW
Fall, 3 credit hours
Students will explore the core procedural and substantive concepts of family law, including legal aspects of adult family relationships and the law relating to the lives of children. Students will learn how family law principles are applied in a legal practice setting. Three lecture hours per week. Prerequisites: The American Legal System (LEST 101), Business Law I (BSAD 201), or permission of instructor.

LEST 370
REAL PROPERTY
Fall/Spring, 3 credit hours
Students will examine the law of real property as it relates to real estate transactions, landlord tenant relationships, and real property disputes. Students will learn how real estate transactions are completed in a legal practice setting. Three hours of lecture per week. Prerequisites: The American Legal System (LEST 101), Business Law II (BSAD 202), or permission of instructor.

LEST 375
IMMIGRATION LAW AND BORDER CONTROL
Fall, 3 credit hours
Students will understand the historical immigration policies and controls as they evolved in the 19th and 20th centuries and then changed after the World Trade Center bombings. The policy changes and their effects will be analyzed to allow students to project the effects of future world events and policy changes. The enforcement methods and means will be studied as will the regulatory and statutory requirements for temporary visits and immigration with an emphasis on practical application of common processes. Three hours lecture per week. Prerequisite: junior level status or permission of the instructor.

LEST 380
WILLS, TRUSTS, AND ESTATES
Spring, 3 credit hours
Students explore the planning and preparation of asset transfers pre-mortem and post-mortem as well as lifetime planning tools commonly associated with trusts and estates. Students learn how attorneys assist their clients to achieve their property transfer and lifetime personal planning goals through preparing wills, trusts and related documents and examine the tax considerations involved in the planning process. Students study the probate process in depth with an emphasis on the client interview process and preparation of legal documents. Three hours of lecture per week. Prerequisites: Legal Research (LEST 310) or junior status and approval of the instructor.

LEST 388
ENVIRONMENTAL LAW
Spring, 3 credit hours
This course introduces students to the many aspects of Environmental Law. Students learn the main structure of the American Legal System: sources of law, classification of law, constitutional principles, and administrative agencies that are involved in environmental issues and concerns. The litigation process for environmental disputes is examined. The evolution of environmental policy is examined and primary national policies are introduced. Environmental laws that relate to air-quality control, water quality control, toxic substance control, waste management and hazardous releases, energy, and natural resources are examined. International environmental laws, particularly those of Canada, are discussed. Prerequisites: Junior level status.

LEST 410
AMERICAN INDIAN LAW AND FEDERAL INDIAN POLICY
Spring, 3 credit hours
This course provides an introduction to American Indian Law & Federal Indian Policies. Students examine Indian sovereignty, jurisdiction, and federal/state government to Indian relations. Students analyze events that have shaped American Indian rights under the United States Constitution and the history of those legal developments. The course covers a detailed assessment of the 1924 Citizenship Act as well as the 1968 Indian Bill of Rights Act and impact that each has had on Indian peoples in the United States. Prerequisites: Business Law II (BSAD 202) or Introduction to Criminal Justice (JUST 101) and junior level status or permission of instructor.

LEST 429
ORIENTATION TO CULMINATING EXPERIENCE IN LEGAL STUDIES
Fall and Spring, 1 credit hour
This course is intended as the precursor to the Senior Culminating Experience or the Senior Project in the Legal Studies (LEST) program. Seniors will meet with faculty on a weekly basis to discuss resume preparation, job interviewing techniques, on-the-job training, identifying and securing internships, internship requirements, and performance assessment/evaluation as well as the expectations and requirements for the Senior Project. This course is a prerequisite to Legal Studies Internship (LEST 480) and Senior Project (LEST 485). Prerequisite: Senior level status in the Legal Studies program or permission of instructor.

LEST 449
ADVANCED LEGAL WRITING
Spring, 3 credit hours
Builds on skills acquired in Legal Writing to prepare students for writing more complex types of legal documents. Students will analyze, cite, and find the sources needed to answer legal questions, including case law, statutes, administrative law, and secondary sources. Three hours lecture per week. Prerequisite: Legal Writing (LEST 330) or permission of instructor.
Course Descriptions: LEGAL STUDIES, PRACTICAL NURSING, MATHEMATICS

LEST 450
TRIAL COURT AND RULES OF EVIDENCE
Spring, 3 credit hours
This course provides students with a basic understanding of the legal mechanisms through which society resolves its disputes. Students will learn the details of trial and appellate process and procedures. Students will be provided the necessary tools to develop the confidence, ability, and control when presenting courtroom testimony. Three hours lecture per week. Prerequisite: The American Legal System (LEST 101) or Introduction to Criminal Justice (JUST 101) and at least Junior level status or permission of instructor.

LEST 480
LEGAL STUDIES INTERNSHIP
Fall/Spring, 15 credit hours
The Legal Studies Internship integrates classroom work and practical experience with cooperating businesses or agencies. The Internship allows seniors the opportunity to apply classroom learning in a legal or law enforcement setting. It is a structured field experience in which an intern, under the guidance of a supervisor, acquires and applies knowledge and skills while working in a responsible role. The internship will be tailored to the individual student's career interests and the needs of the supervising organization. Internship assignments and activities may include, but not be limited to, information gathering, research, drafting of documents, office management, and other tasks and responsibilities deemed necessary. This course can be taken multiple times up to a maximum of 15 credit hours. Prerequisites: Senior level status in the Legal Studies Program. All required courses must be completed before participating in the Internship. Students need permission of the program director or dean.

LEST 485
LEGAL STUDIES SENIOR PROJECT
Fall or Spring, 3-15 credit hours
This course is an alternative to the Legal Studies Internship. It is designed for students who are unable to complete a 15-credit Internship. Students will complete a senior research project specifically addressing issues under the umbrella of legal studies. Under the guidance of a faculty mentor, the student will submit a research proposal, conduct research, prepare a thesis style report, and present a defense to a thesis committee. 37.5 project hours per credit hour. Prerequisites: Internship Orientation (LEST 429) and senior status in The Legal Studies program, or permission of the program director.

LPNC 100
DRUG DOSAGE CALCULATIONS AND PHARMACOLOGY
Fall, 3 credit hours
This course introduces the principles related to pharmacology. It examines a variety of drug classifications and their effects on the body. This course places emphasis on the use of the nursing process in drug administration and includes drug calculations. Three hours lecture per week. Prerequisite: Fundamentals of Nursing Certificate Majors only.

LPNC 101
PRACTICAL NURSING FUNDAMENTALS
Fall, 8 credit hours
This course examines the evolution of nursing including current trends, and introduces the health care delivery system to the student. Communication skills, documentation, and the role of the LPN within healthcare are examined. Students will be encouraged to utilize the nursing process and critical thinking in providing nursing care to clients who are at various points on the health illness continuum. In lab students will develop skills fundamental to the practice of nursing. Lab and theoretical content will be applied in the long-term care setting. Three hours lecture, three hours laboratory, twelve hours clinical per week. Prerequisite: Drug Dosage Calculations and Pharmacology (LPNC 100), PN Fundamentals (LPNC 101), Anatomy and Physiology I (BIOL 217), Expository Writing (ENGL 101), and PN Fundamentals (LPNC 101), or permission of instructor. Practical Nursing Certificate Majors only.

LPNC 102
PRACTICAL NURSING: SPECIALTY POPULATIONS
Spring, 3 credit hours
This course introduces students to data gathering and nursing care concepts focusing on maternity, newborn, pediatric, and mentally ill clients. The nursing process and critical reasoning skills are utilized to adapt nursing concepts and procedures to these special populations. Three hours lecture per week. Prerequisites: Drug Dosage Calculations and Pharmacology (LPNC 100), Practical Nursing Fundamentals (LPNC 101), Anatomy and Physiology I (BIOL 217), Expository Writing (ENGL 101), or permission of instructor. Practical Nursing Certificate Majors only.

LPNC 103
PRACTICAL NURSING: MEDICAL-SURGICAL NURSING
Spring, 8 credit hours
In this course students will utilize critical reasoning and the nursing process in learning about fundamental disease processes and the LPN’s role in prevention of illness, treatment of disease, and the restoration of health in the adult client. Concepts related to safety, emotional support, communication, client teaching, and pharmacology are integrated throughout the course. Students utilize the nursing laboratory to enhance their psychomotor and clinical reasoning skills in practicing advanced nursing skills. Clinical experiences provide opportunities for students to apply theory/lab in the medical-surgical units of acute care hospitals. Three hours lecture, three hours laboratory, twelve hours clinical per week. Prerequisites: Drug Dosage Calculation and Pharmacology (LPNC 100), PN Fundamentals (LPNC 101), Anatomy and Physiology I (BIOL 217), Expository Writing (ENGL 101), and PN Fundamentals (LPNC 101), Anatomy and Physiology II (BIOL 218) or permission of instructor. Practical Nursing Certificate Majors only.

MATH 099
FUNDAMENTALS OF APPLIED MATHEMATICS
Fall, 3 credit hours
This course connects mathematical concepts and procedures to real-life applications relevant to a variety of technical trade fields. Topics include: a review of fundamental arithmetic concepts, order of operations, measurement and conversions, ratio and proportion, signed numbers, exponents and radicals, estimation, and an introduction to algebra. Three hours lecture per week. Prerequisites: For students with no algebra background or for those receiving less than 75 on the New York State Math A or Integrated Algebra Regents or equivalent examination, or permission of instructor.

MATH 100
BEGINNING ALGEBRA
Fall/Spring, 3 credits
This course is designed to prepare the student for Intermediate Algebra (MATH 106). It assumes a limited algebra background at the secondary level. Topics include: a review of arithmetic operations, signed numbers, exponents, basic geometry concepts (such as angle measure, area and volume formulas), operations with polynomials, solving linear equations, introduction to graphing, and elementary word problems. Three hours lecture per week. Prerequisites: For students with no algebra background or for those receiving less than 75 on the New York State Math A or Integrated Algebra Regents or equivalent examination, or permission of instructor.

MATH 101
APPLIED COLLEGE MATHEMATICS
Spring, 3 credit hours
This course is designed to prepare students for success in technical and pre-engineering technology programs. It assumes an algebraic background at an introductory level. The course connects mathematical concepts and procedures to real-life applications relevant to a variety of technical trade fields. Topics include: an introduction to algebra, practical plane geometry, solid figures, angle measurement in degrees and radians, trigonometric ratios, solving systems of equations graphically and algebraically, and solving quadratic equations. Applications using algebra concepts are stressed in this course. Three hours lecture per week. Prerequisite: Fundamentals of Applied Mathematics (MATH 099) with a grade of C or better, or New York State Math A or Inte-
Course Descriptions: MATH

MATH 106
INTERMEDIATE ALGEBRA
Fall/Spring, 3 credit hours

This course reviews and builds on the basic, fundamental concepts of algebra, which are required in many other courses and areas of study. Topics include: a review of fundamental concepts, first degree equations and inequalities, graphing and systems of equations, rational expressions, and factoring, exponents and radicals, quadratic equations. Three hours lecture plus one hour of recitation per week. Prerequisite: Beginning Algebra (MATH 100) with a grade of C or better, or New York State Math A or Integrated Math Regents or equivalent examination with a grade of 70 or above, or permission of instructor.

MATH 111
SURVEY OF MATHEMATICS
Fall/Spring, 3 credit hours

A study of various mathematical topics including an introduction to quantitative reasoning skills, truth table logic, sets, probability, geometry. This course is designed for non-technical oriented students. It is appropriate for students in liberal arts. Three hour lecture per week. Prerequisite: Intermediate Algebra (MATH 106) with a grade of C or better, or 2 NYS high school regents math courses with a grade of 75 or above on the second New York State Regents mathematics examination, or permission of instructor.

MATH 115
MATHEMATICS FOR ELEMENTARY TEACHERS I
Fall/Spring, 3 credit hours

A study of the development, meaning, and representations of numeration systems, operations on whole numbers, number theory and the real number system. The focus of the course will be on mathematical representations for K-8 topics via problem solving. This course is open to all students but will be of primary interest to those enrolled in the elementary education transfer program. The majority of the course will be activity-based (exploration of topics through problem solving activities). Three hours lecture per week and Early Childhood. The majority of the course will be activity-based (exploration of topics through problem solving activities). Prerequisite: Intermediate Algebra (MATH 106) with a grade of C or better, or 2 high school regents math courses with a grade of 75 or above on the second New York State Regents mathematics examination, or permission of instructor.

MATH 116
MATHEMATICS FOR ELEMENTARY TEACHERS II
Fall/Spring, 3 credit hours

A study of the development, meaning, and representations of statistics, patterns and functions, concepts of geometry, and measurement of two-and three-dimensional figures. The focus of the course will be on the construction of mathematical representations for K-8 topics via problem solving. The majority of the course will be activity-based (exploration of topics through problem solving activities). Three hours lecture per week. Prerequisite: Mathematics for Elementary Teachers I (MATH 115) with a grade of C or better, or permission of instructor.

MATH 121
COLLEGE ALGEBRA
Fall/Spring, 4 credit hours

This course provides basic algebraic concepts and an introduction to trigonometric and logarithmic functions. Emphasis is placed on equations and inequalities; polynomials, rational, exponential and logarithmic functions; and graphing and data analysis including modeling and linear regression. Additional topics include complex numbers; radical functions; right triangle trigonometry; systems of equations; and elementary transcendental functions. Four hours lecture per week. Prerequisite: Intermediate Algebra (MATH 106) with a grade of C or better, or 2 NYS high school regents math courses with a grade of 75 or above on the second New York State Regents mathematics examination, or permission of instructor. Cannot be taken for credit by students with credit in Pre-Calculus Algebra (MATH 123).

MATH 123
PRE-CALCULUS ALGEBRA
Spring/Fall, 4 credit hours

This course provides an intense study of topics which are fundamental to the study of Calculus. Emphasis is placed on functions and their graphs with special attention to polynomial, rational, exponential, logarithmic and trigonometric functions, and analytic trigonometry. Additional topics include complex numbers; systems of equations and inequalities; trigonometric identities; and trigonometric applications. Four hours lecture per week. Prerequisite: Intermediate Algebra (MATH 106) with a grade of C or better, or 2 high school regents math courses with a grade of 75 or above on the second New York State Regents mathematics examination, or permission of instructor. Cannot be taken for credit by students with credit in College Algebra (MATH 121).

MATH 131
COLLEGE TRIGONOMETRY
Fall/Spring, 3 credit hours

This course is designed for those students who lack the trigonometry skills needed to perform successfully in Calculus I. Topics include: angle measurement; right triangle trigonometry; trigonometric identities; trigonometric equations; graphs of trigonometric functions; inverse trigonometric functions; oblique triangles; and exponential and logarithmic functions. Three hours lecture per week. Prerequisite: College Algebra (MATH 121) with a grade of C or better, or for students who have taken 3 years of high school mathematics with a grade of 75 or above on the third New York State Regents mathematics examination, or permission of instructor.

MATH 135
TECHNICAL MATH I
Fall, 4 credit hours

This course is the first of a two-semester sequence of intermediate algebra and trigonometry with technical applications. Topics include: review of the fundamental concepts of algebra, units of measurement and approximate numbers, functions and graphs, trigonometry functions, systems of linear equations, factoring, rational expressions, quadratics, geometry, (areas and perimeters of common plane figures, volumes and surfaces of common solids). The TI-84 Plus graphing calculator in conjunction with the laptop may be used throughout the course. Four hours lecture per week. Prerequisite: Applied College Mathematics (MATH 101) with a grade of C or better, or New York State Math A or Integrated Math Regents or equivalent examination with a grade of 75 or above, or permission of instructor.

MATH 136
TECHNICAL MATH II
Fall/Spring, 4 credit hours

This course is the second of a two-semester sequence of intermediate algebra and trigonometry with technical applications. Topics include: Review of the graphs of the sine and cosine function, review of complex numbers and their applications, exponents and radicals, exponential and logarithmic functions, ratio, proportion and variation, oblique triangles, inequalities, introduction to statistics and an intuitive approach to calculus. The TI-84 Plus graphing calculator in conjunction with the laptop may be used throughout the course. Four hours lecture per week. Prerequisites/Corequisites: Technical Math I (MATH 135) with a grade of C or better, or permission of instructor.

MATH 141
STATISTICS
Fall/Spring, 3 credit hours

This course is an introduction to the standard methods of descriptive statistics, probability, and inferential statistics. Topics include: organization and presentation of data, descriptive measures of data, linear correlation and regression analysis, probability, binomial and normal probability distributions, t-distributions, and estimation of parameters and hypothesis testing. The Chi-square distribution and Chi-square applications are covered if time permits. Three hours lecture per week. Prerequisite: College Algebra (MATH 121), Pre-Calculus Algebra (MATH 123), Survey of Mathematics (MATH 111), or Mathematics for Elementary Teachers II (MATH 116) with a grade of C or better, or 3 years of high school mathematics with a grade of 75 or above on the third New York State Regents mathematics examination, or permission of instructor.

MATH 150
BUSINESS CALCULUS
Fall/Spring, 4 credit hours

This course is an intuitive introduction to the Calculus. Topics include: Review of functions; analytical geometry of the line, properties of limits;
Course Descriptions: MATH, MECHANICAL

the derivative with applications; transcendental functions; and integrals with applications. Selected additional topics will be offered, as time permits, at the discretion of instructor. Four hours lecture per week. Prerequisite: College Algebra (MATH 121) or Pre-Calculus Algebra (MATH 123) with a grade of C or better, or for students who have taken 3 NYS high school regents math courses with a grade of 75 or above on the third New York State Regents mathematics examination, or permission of instructor.

MATH 161
CALCULUS I
Fall/Spring, 4 credit hours
GER I
This course is the first of a three-semester sequence of Calculus courses. Topics include: quick review of functions and graphs, limit and continuity; the derivative and its properties, differentiation of algebraic and transcendental functions, curve sketching; related rates, applied extrema problems; other applications of differentiation, numerical methods, and antidifferentiation. Four hours lecture per week. Prerequisite: College Algebra (MATH 121), Pre-Calculus Algebra (MATH 123) or College Trigonometry (MATH 131) with a grade of C or better, or 3 years of high school mathematics with a grade of 75 or above on the third New York State Regents mathematics examination, or permission of instructor.

MATH 162
CALCULUS II
Spring, 4 credit hours
GER I
This course is the second of a three-semester course in Calculus. Topics include: differentials; definite integrals and their applications; integration of exponential, logarithmic, trigonometric, and inverse trigonometric functions; techniques of integration; series; parametric equations and polar coordinates. Four hours lecture/recitation/computer lab per week. Prerequisite: Calculus I (MATH 161) with a grade of C or better recommended or permission of instructor.

MATH 263
CALCULUS III
Spring, 4 credit hours
GER I
This course is the third of a three-semester sequence of Calculus courses included are topics from analytic geometry, plane curves and polar coordinates, vectors, vector valued functions, and topics from differential geometry, partial differentiation, multiple integrals, along with selected topics from vector calculus. Four hours lecture per week. Prerequisite: Calculus II (MATH 162) with a grade of C or better or permission of instructor.

MATH 341
STATISTICS II
TBD, 3 credit hours
Includes confidence intervals and hypothesis testing for population proportions, variance and standard deviation; hypothesis testing two samples for differences between means; correlation and regression, including multiple regression; finding prediction intervals and hypothesis tests for the linear correlation coefficient; Chi-square tests and the F-distribution; chi-square parameter tests. Three hours lecture per week. Prerequisites: Statistics (MATH 141) with a grade of C or better, or permission of instructor.

MATH 351
DISCRETE MATHEMATICS
Fall/Spring, 3 credit hours
This course studies the basic tools and techniques of discrete mathematics and their applications. The topics include sets, logic, proofs, functions and relations, algorithms, elementary number theory, counting methods, discrete probability, pigeonhole principle, recurrence relations, introduction to graph theory and Boolean algebras. Three hours of lecture per week. Prerequisites: College Algebra (MATH 121) or Pre-Calculus Algebra (MATH 123) with a grade of C or better, or permission of instructor.

MATH 361
LINEAR ALGEBRA
Spring/Fall, 3 credit hours
This course is an introduction to the theory of finite dimensional abstract vector spaces and linear transformations. Topics include: systems of linear equations, matrices, matrix algebra, determinants and inverses, linear combinations and linear independence, abstract vector spaces, change of basis and coordinates, inner product spaces, orthonormal bases. We also consider linear transformations, isomorphisms, matrix representation of linear maps, eigenvalues and eigenvectors, diagonalization and similarity. The applications include computer graphics, Markov chains, chemistry, linear regression, network flow, electrical circuits, and differential equations. Three hours of lecture per week. Prerequisites: Calculus II (MATH 162) with a grade of C or better or permission of the instructor.

MATH 364
DIFFERENTIAL EQUATIONS
Spring/Fall, 4 credit hours
GER I
A course in Ordinary Differential Equations, which is required of the students in the Engineering Science curriculum. It may be taken by qualified students in other curriculums who plan to transfer mathematics credits to four-year institutions. Topics include: First-order differential equations, higher-order differential equations with constant and variable coefficients, applications of first and second-order linear equations, Laplace transforms, systems of linear differential equations and numerical methods for ordinary differential equations (optional). Four hours lecture/recitation/computer lab per week. Prerequisite: Calculus II (MATH 162) with a grade of C or better or permission of instructor.

MATH 371
GRAPH THEORY
Spring/Fall, 3 credit hours
This course is an introduction to the basic concepts of graph theory. Common classes of graphs such as paths, trees and cycles are analyzed. We also consider connectivity, traversability, and conditions for planarity. Applications will be given to chemistry, engineering and computer science. Map colorings (including the famous four color theorem) will also be considered. Three hours of lecture per week. Prerequisites: Calculus II (MATH 162) or permission of the instructor.

MATH 461
ADVANCED CALCULUS I
Spring/Fall, 3 credit hours
This course is sequel to Calculus III and serves as an introduction to topics in Advanced Calculus. Topics will include line, surface and volume integrals in two and three dimensional space; investigations of the gradient of a scalar field, discussion of conservative fields and potential functions; the divergence and curl of vector fields; generalizations of the fundamental theorem of calculus to evaluate integrals; curvilinear coordinates, multiple integrals and transformation of multiple integrals; implicit functions; Jacobians; partial derivatives; higher order partial derivatives; mean value theorems; infinite series; Taylor series and an introduction to Fourier series. Subject applications will be given to fluid and solid mechanics, Electrostatics, and Electromagnetism. Three hours of lecture per week. Prerequisites: Calculus III (MATH 263) and Linear Algebra (MATH 361) with a grade of C or better or permission of the instructor.

MATH 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN MATHEMATICS
Fall/Spring, 1-4 credit hours
Individual courses of instruction of variable credit (1-4 credits) may be offered each semester. These courses are designed to expand on topics in specific areas of mathematics.

MECH 103
INTRO TO HVAC-R
Fall, 3 credit hours
This course is an introduction to heating and air conditioning systems used to achieve a comfortable indoor environment. It includes a straightforward study of heating and cooling loads and the combustion process of various fuels. Warm air, hydronic, and radiant heating systems and related controls are studied to provide technicians the knowledge to install and repair furnaces and ancillary systems. The topics of proper ventilation and refrigeration requirement of a building is developed through ASHRAE standards. Two hours lecture, three hours laboratory per week.

MECH 112
3D MODELING
Fall/Spring, 3 credit hours
A 3D CAD Modeling course that introduces the student to topics of dimensioning, tolerances, assembly and detail drawings, keys, key seats, gears, and cams. 3D Rapid prototyping systems, 3D Modeling concepts and ASME standards, will be emphasized. All CAD drawings will be created using solid modeling software. One hour lecture, four hours laboratory per week.
MECH 121
MANUFACTURING PROCESSES I
Fall/Spring, 3 credit hours
This course provides an overview of material removal, change in form, change in condition, and heat treatment processes. The student begins with a fundamental understanding of machine tools theory and practice. Instruction includes precision layout and measurement, lathe operations and tooling, milling operations and tooling, drills, reamers, and drilling machines. Instruction involves the selection and calculation of proper cutting speeds and feeds for processes involving different materials. Instruction also includes an investigation to the variety of casting processes, products produced through each process and common defects found. Students further investigate material properties and how change can occur through processing and heat treatments. The laboratory provides the opportunity to apply the material from lecture through the hands on operation of the tooling and equipment. Two hours lecture, three hours laboratory per week.

MECH 128
ELECTROMECHANICAL TECHNOLOGY
Spring, 3 credit hours
This course provides the knowledge base needed to understand the principles, concepts, and applications of electromechanics. It presents problem-solving techniques that are critical for troubleshooting situations. Topics covered include: Nature of motion, simple and compound machines, torque, power transmission, motion devices, electric circuits, electromagnetic circuits and devices, and maintenance procedure for electrical and mechanical machines. Two hours lecture and two hours laboratory per week. Prerequisites: Pre-Calculus Algebra (MATH 123) or College Algebra (MATH 121), and College Physics I and Lab (PHYS 121/125).

MECH 220
ENGINEERING MATERIALS
Spring, 3 credit hours
A study of the wide spectrum of materials used in manufacturing of discrete parts and machines. Materials structure, characteristics, mechanical proper-ties and applications will be stressed for ferrous and non-ferrous metals, plastics, and composites. This is a designated writing intensive course for the two year and four year Mechanical Engineering Technology and the four year Civil Engineering Technology programs. Two hours lecture, three hours laboratory per week. Prerequisites: Pre-Calculus Algebra (MATH 123) or College Algebra (MATH 121) and College Physics I (PHYS 121) or permission of instructor.

MECH 221
MATERIALS TESTING LABORATORY
Fall, 1 credit hour
The course provides hands on experimentation in material testing as it relates to material properties for ferrous and nonferrous metals, concrete, plastics and wood. Technical report writing that meets industrial accepted standards is required. Prerequisite: Introduction to Engineering (ENGS 101)

MECH 222
MANUFACTURING PROCESSES II
Fall/Spring, 2 credit hours
A continuation of Manufacturing Processes I. Includes forging, sawing and cutting processes, grinding operations, cutting tools and fluids, powder metallurgy and non-traditional machining processes. Process planning and determining the equipment to produce parts will lead to a better understanding of different manufacturing processes. Students will learn the fundamentals required to setup, operate and program CNC lathes and milling machines. A major emphasis is placed on the term project that requires each student to research a manufacturing process for the purpose of giving an oral presentation to the class explaining the process. The overall project requires each student submit an outline of their presentation, present their material to the class and submit a formal report to the instructor. One hour lecture, two hours laboratory per week. Prerequisite: Manufacturing Processes I (MECH 121) or permission of instructor.

MECH 223
INTRODUCTION TO CNC
Fall/Spring, 3 credit hours
A course designed to introduce students to the capabilities of CNC machine tools used in industry, to teach students the fundamentals in programming CNC lathes and milling machines, to provide students the opportunity to setup and operate CNC equipment and to experience the use of CAD/CAM technology. Two hours lecture, three hours laboratory per week. Prerequisite: Manufacturing Processes I (MECH 121) or permission of instructor.

MECH 232
MACHINE DESIGN
Spring, 3 credit hours
Design of machine elements subjected to static, dynamic and fluctuating loads. Theory includes design of beams, shafts, mechanical power transmission devices. A design project is required for the course. The recitation session will be used for solving numerical problems and for consultation on the semester design project. 2 hours lectures, 2 hours recitation per week. Prerequisites/Corequisites: Strength of Materials (CONS 272), or permission of instructor.

MECH 241
FLUID MECHANICS
Fall, 3 credit hours
This course develops a basic knowledge of fluids under static and dynamic applications. Properties of fluids, pressure, fluid statics, Bernoulli’s and the energy equation are explored in respect to applications in the mechanical industry. Flow rate, pipe sizing and minor losses in piping systems are addressed. Three hours lecture per week. Prerequisites: Pre-Calculus Algebra (MATH 123) or College Algebra (MATH 121) and Physics I and Lab (PHYS 121/125).

MECH 242
FLUID POWER LAB
Fall, 1 credit hour
A study of force and motion in hydraulic and pneumatic cylinders, involving cylinders, pumps, valves, and accumulators. Electrohydraulic and pneumatic controls will be studied, with an emphasis on sequential operation of fluid devices. Both electrical and fluid schematic diagrams will be examined. Two hours laboratory per week. Corequisites: Fluid Mechanics (MECH 241) or permission of instructor.

MECH 251
QUALITY CONTROL
Fall, 3 credit hours
Statistical concepts related to quality control. Theory, construction, and interpretation of control charts in an industrial manufacturing environment. Probability as it relates to acceptance sampling and ISO 9000 quality standards. Two hours lecture, two hours laboratory per week.

MECH 301
TECHNICAL DYNAMICS
Spring, 3 credit hours
Students study the principles of dynamics and the solution of applied engineering problems. Two-dimensional dynamic analysis of particles and rigid bodies are resolved using fundamental analytical methods and computer simulation. Rectilinear, curvilinear, and rotary motion, D’Alembert’s principle of work and energy, impulse and momentum, and three-dimensional kinematics and dynamics are covered. Three hours lecture per week. Prerequisite: Strengths of Materials (CONS 272) or junior level status or permission of instructor.

MECH 332
INTERMEDIATE MACHINE DESIGN
Fall, 3 credit hours
This course is a continuation of Machine Design (MECH 232). Design of shafts, keys, couplings and seals provide application to tolerances and fits. The study of bearing types, loads, design life and selection along with fastener selection, machine frames, connection and joints; linear motion, motion control and electric motors and controls used in automated machinery. Three hours lecture per week. Prerequisite: Machine Design (MECH 232) or permission of instructor.

MECH 342
INTERMEDIATE FLUID MECHANICS
Fall, 3 credit hours
This course is an intermediate step in students’ understanding of fluid mechanics. Topics include fluid kinematics, Bernoulli’s equation, mass, energy, and momentum analysis of flow systems, internal flow, external flow, compressible flow, and differential analysis of fluid flows. The continuity, stream function, and Navier-Stokes equations are development for 2-D and 3-D flows. The introduction of similitude and dimensional analysis is also included. Hours of lecture per week. Prerequisites: Fluid Mechanics (MECH 241) or permission of instructor.
**MECH 342**  
**THERMODYNAMICS**  
**Fall, 3 credit hours**  
This course will investigate thermal power and its applications using the first and second laws of thermodynamics. The properties of liquids and gases will be considered in their current and emerging applications to energy production. The fuel sources will be discussed for their energy input and output heat values. The efficiency of all energy applications will be explored while evaluating the theory of heat transfer. Applications of the Rankin, Otto, Brayton, and refrigeration cycles will be used in evaluating the energy production of thermal systems. Three hours of lecture per week. Prerequisites: College Physics II (PHYS 122) and Calculus I (MATH 161), or permission of instructor.

**MECH 343**  
**HEAT TRANSFER**  
**Fall/Spring, 3 credit hours**  
This course explores the various methods of transferring heat from a source to a sink in engineering systems. Topics will focus on the energy balance of a system. The transport phenomena of heat transfer will be studied in detail, allowing students to internalize these physical principles of conduction, convection, and radiation. Three hours of lecture per week. Prerequisites: College Physics II (PHYS 122) and Calculus I (MATH 161), or permission of instructor.

**MECH 351**  
**DESIGN OF EXPERIMENTS**  
**Fall/Spring, 3 credit hours**  
This course provides methodologies that engineers, technologists, and management personnel need to plan and conduct experiments to quantify cause and effects relationships in complex systems. Designs of experiments test multiple factors at one time determining whether changes to products, processes, and systems are improvements. Students will perform simple comparative experiments isolating known sources of variation; while multiple level fractional designs will allow analysis for variance (ANOVA) to predict models of interactions that optimize a process. Three hours of lecture per week. Prerequisites: Junior level status or permission of instructor.

**MECH 412**  
**VIBRATION AND NOISE CONTROL**  
**Fall/Spring, 3 credit hours**  
The objective of this course is to provide students with relevant skills to model and analyze vibrating mechanical systems and equipment. Instruction includes methods for solving free, harmonic, and general forced responses and the design of suppression systems. Students gain experience with accelerometers and various other tools needed to measure vibration and how to mitigate noise to do vibration. Three hours of lecture per week. Prerequisites: Differential Equations (MATH 364) and Technical Dynamics (MECH 301), or permission of instructor.

**MECH 416**  
**APPLIED COMPUTATIONAL FLUID DYNAMICS**  
**Fall/Spring, 3 credit hours**  
This course introduces the student to modeling and analyzing fluid mechanics problems via the finite difference and finite volume method. Fundamentals of CFD theory, solution, procedures, techniques, and analysis are discussed. Topics include computational grid generation, fluid model setup, convergence and accuracy analysis, data interpretation, model validation and discussion of conclusions. Students will use CFD software to solve various fluid problems. Two hours lectures, two hours laboratory per week. Prerequisites: Intermediate Fluid Mechanics (MECH 341), Differential Equations (MATH 262), or permission of instructor.
Course Descriptions: MANAGEMENT, POWERSPORTS, NURSING

Management Information Systems (MINS/CITA 300) or permission of instructor.

MINS/CITA 315 DECISION SUPPORT SYSTEMS
Fall/Spring, 3 credit hours
This course enables the student to turn raw data into information to help an organization's managers make decisions. Students will develop decision making analytical models to provide organizational leaders with potential outcomes and their effects. Students will study the network's role in distributed systems, distributed systems development tools, and distributed systems issues. Students will apply data-mining techniques supporting knowledge-management decisions. Three hours lecture per week. Prerequisites/Corequisites: Management Information Systems (MINS/CITA 300) or permission of instructor.

MINS/CITA 320 INTRODUCTION TO DATA MINING
Spring, 3 credit hours
A systematic introduction to the basic principles, applications, techniques and models of data mining including classification, estimation, prediction, affinity grouping, clustering, description and profiling. The emphasis is on various data mining problems and their solutions. Students will also be exposed to a sample of data mining applications. Topics include decision trees, artificial neural networks, nearest neighbor approaches, market basket analysis, and association rules. Three hours lecture per week. Prerequisites/Corequisites: Introduction to Database (CITA 104) or Database Systems (CITA 215) and Statistics (MATH 141) or permission of instructor.

MINS/CITA 425 ENTERPRISE RESOURCE PLANNING
Fall/Spring, 3 credit hours
This course provides information systems tools to ensure a comprehensive resource planning system for all functions of businesses. The course will discuss the development and employment of enterprise resource planning for marketing, accounting, supply chain management, and human resources. Content will focus on practical applications of enterprise resource planning to ensure businesses get the greatest returns on information systems investment. Three hours lecture per week. Prerequisites/Corequisites: Management Information Systems (MINS/CITA 300) and Junior standing or permission of instructor.

MINS/CITA 430 DATA AND KNOWLEDGE MANAGEMENT
Fall/Spring, 3 credit hours
This course focuses on the development of a knowledge-management system using an organization's tacit and explicit knowledge to execute its strategy. The course explores practices entailed in developing a knowledge infrastructure, managing the interaction of people and technology, valuing knowledge assets, leveraging teams, and transferring knowledge across organizations. Three lecture hours per week. Prerequisites/Corequisites: Management Information Systems (MINS/CITA 300) and Junior standing or permission of instructor.

MINS 291-295, 391-395, OR 491-495 SPECIAL TOPICS IN MANAGEMENT INFORMATION SYSTEMS
Fall/Spring, 1-4 credit hours
An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Management Information Systems.

MSPT 101 MOTORSPORTS SERVICE
Fall, 3 credit hours
This course is an introduction to the general theories of system and maintenance of powersports vehicles, including motorcycles, snowmobiles, and all-terrain vehicles. The course includes a group Keystone project to be determined by the instructor. Two hours lecture, two hours laboratory per week.

MSPT 110 ENGINE AND POWER TRANSMISSION SERVICE
Spring, 4 credit hours
This course involves the complete disassembly, inspection, repair and reassembly of modern modular constructed powertrain assemblies. The principles of operations key to high performance, compact engines/transmission assemblies are thoroughly covered. Prerequisite: Motorsports Service (MSPT 101) or permission of instructor. Two hours lectures, four hours laboratory per week.

MSPT 120 FRAME AND SUSPENSION SYSTEMS
Spring, 3 credit hours
This course covers the theory, diagnostic and service procedures used in suspension and frame systems unique to the motorsports arena. Braking and suspension concerns are integrated into frame design theory. Prerequisite: Motorsports Service (MSPT 101) or permission of instructor. Two hours lecture, three hours laboratory per week.

MSPT 130 MARINE PROPULSION
Spring, 2 credit hours
A study of the different types of propulsion systems relative to various types of aquatic craft, including jet and propeller. Theory and construction will be discussed. One hour lecture, three hours laboratory per week.

NURS 101 FUNDAMENTALS OF NURSING
Fall, 6 credit hours
This course provides the student with knowledge and skills basic to nursing. Clinical experiences assist students in applying NURS 101 theory to client care. Skills performed in the nursing laboratory on campus facilitate the transfer of knowledge from the classroom to the clinical setting. Three hours lecture, three hours laboratory, and six hours clinical per week. Pre- or Corequisites: Pharmacology I (NURS 103), Nursing Seminar (NURS 105), Anatomy and Physiology I (BIOL 217), and Expository Writing (ENGL 101) or Oral & Written Expression (ENGL 102). NURSING MAJORS ONLY.

NURS 103 PHARMACOLOGY I
Fall, 1 credit hour
This introductory pharmacology course will explore the basic principles surrounding pharmacology. Topics include basic pharmacological principles, dosage calculations, regulatory compliance, patient education, and reduction of medication errors. One hour lecture per week. Pre- or Corequisites: Fundamentals of Nursing (NURS 101), Nursing Seminar (NURS 105), and Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102). NURSING MAJORS ONLY or permission of instructor.

NURS 104 PHARMACOLOGY II
Spring, 1 credit hour
This pharmacology course explores the various classifications of drugs, and their associated nursing care. Drugs used to treat psychiatric, reproductive, bone/joint disorders, analgesics, and those commonly used drugs during pregnancy will specifically be discussed. One hour lecture per week. Pre- or Corequisites: Pharmacology I (NURS 103), Fundamentals of Nursing (NURS 101), Mental Health Nursing (NURS 106), Maternal/Child Nursing (NURS 107), or permission of instructor. NURSING MAJORS ONLY.

NURS 105 NURSING SEMINAR
Fall, 1 credit hour
This course serves as an introduction to the nursing program. It includes differentiating a program of study from individual courses; clarifying experiences; learning study skills and test taking strategies; practicing stress and coping techniques; and enhancing organizational and time management skills. Students explore critical thinking within the context of nursing. The seminar format provides an opportunity to apply critical thinking to current course-work. Attendance with active participation in discussions is expected. Attendance is required in this course because of the importance of dialogue in thinking and learning. The different viewpoints shared during the seminar will help expand the thinking of all participants. One hour lecture per week. NURSING MAJORS ONLY or permission of the instructor.

NURS 106 MATERNAL/CHILD NURSING
Spring, 4.5 credit hours
Concepts from nursing fundamentals are adapted to the nursing care of the family. The course emphasizes utilization of all components of the nursing process in caring for individuals, within the context of family and community, during the childbearing period and in providing preventative and restorative care to children of all ages. Begin-
Course Descriptions: NURSING

NURSING MAJORS ONLY or permission of instructor.

NURS 100
Mental Health Nursing
Spring, 4.5 credit hours
This course offers an examination of concepts and theories related to psychiatric and mental health nursing within the context of the therapeutic relationship. Aspects of primary, secondary, and tertiary prevention are addressed as a basis for promoting and sustaining optimum mental health functioning. Emphasis is placed on relationship-centered care, teamwork, quality and safety for diverse patient populations with psychiatric disorders. Six hours lecture, two hours laboratory, seven hours clinical per week. Prerequisites: Human Anatomy and Physiology I (Biol 217), Fundamentals of Nursing (Nurs 101), Pharmacology I (Nurs 103) and Nursing Seminar (Nurs 105); and Expository Writing (Engl 101) or Oral and Written Expression (Engl 102), Pre- or Corequisites: Human Anatomy and Physiology II (Biol 218), Pharmacology II (Nurs 104), Mental Health Nursing (Nurs 107), and Introduction to Psychology (Psy 101) or permission of instructor. NURSING MAJORS ONLY or permission of the instructor.

NURS 200
Pharmacology III
Fall, 1 credit hour
This course explores classifications of drugs used to treat, fluid and electrolyte imbalances, infection, and cancer. Additionally, drugs used in the treatment of respiratory, gastrointestinal, and endocrine disorders will be discussed. One hour lecture per week. Prerequisites: Pharmacology II (Nurs 104), Mental Health Nursing (Nurs 107), and Maternal/Child Nursing (Nurs 106), or permission of instructor. NURSING MAJORS ONLY.

NURS 201
Medical-Surgical Nursing I
Fall, 10 credit hours
Course content focuses on application of nursing process to care of pediatric and adult patients experiencing medical-surgical conditions along the health-illness continuum. Topics covered include those related to acute/complex respiratory, endocrinology, gastrointestinal, oncologic, musculoskeletal and fluid, electrolyte and acid-base disorders. Students apply their learning to clients in medical-surgical clinical settings. Skills performed in the nursing laboratory on campus facilitate the transfer of knowledge from the classroom to the clinical setting. Six hours lecture, three hours laboratory, and nine hours clinical per week. Prerequisites: Maternal/Child Nursing (Nurs 106), Mental Health Nursing (Nurs 107), and Anatomy & Physiology I (Biol 217). Pre- or Corequisites: Microbiology (Biol 209), Pharmacology III (Nurs 200), Human Development (Psy 225) or Child Development (Psy 220), or permission of instructor. NURSING MAJORS ONLY.

NURS 202
Medical-Surgical Nursing II
Spring, 10 credit hours
This course focuses on application of nursing process to care of pediatric and adult patients experiencing medical-surgical conditions along the health-illness continuum. Topics covered include those related to acute/complex cardiovascular, neurologic, hematologic, integumentary, immunologic, sensory, reproductive, emergency, and disaster events or disorders. Students will apply their learning to clients in medical-surgical clinical settings. Skills performed in the nursing laboratory on campus facilitate the transfer of knowledge from the classroom to the clinical setting. Six hours lecture, ten hours clinical, and two hours lab per week. Prerequisites: Medical-Surgical Nursing I (Nurs 201), Microbiology (Biol 209), and Human Development (Psy 225) or Child Development (Psy 220). Pre- or Corequisites: Professional Issues and Trends in Nursing (Nurs 203), Pharmacology IV (Nurs 204) or permission of instructor. NURSING MAJORS ONLY.

NURS 203
Professional Issues and Trends in Nursing
Spring, 1 credit hour
Students explore and analyze socio-economic and political variables that affect professional nursing and healthcare. Students examine the professional growth and transition of the student nurse, current issues in healthcare, nursing management, and career development. One hour lecture per week. Prerequisites: Medical-Surgical Nursing I (Nurs 201), or permission of instructor. NURSING MAJORS ONLY.

NURS 204
Pharmacology IV
Spring, 1 credit hour
This course explores nursing care associated with the classifications of drugs used to treat cardiovascular, blood, sensory, neurological, immune, and skin disorders. In addition, drugs used in the emergency setting will be examined. One hour lecture per week. Pr- or Corequisites: Pharmacology III (Nurs 200), Medical-Surgical Nursing I (Nurs 201), and Medical-Surgical Nursing (Nurs 202), or permission of instructor. NURSING MAJORS ONLY.

NURS 300
Conceptual Frameworks in Nursing
Fall/Spring, 3 credit hours
This course examines the historical development and evolution of nursing theory and its interrelationship to research and professional nursing practice. The course includes critical thinking activities used to conceptualize, apply, analyze, and synthesize knowledge related to specific nursing theories and their importance in nursing education, practice, and research. A group project that incorporates the students' knowledge of nursing theory and nursing theorists will be used to demonstrate an understanding of the relevance of theory to practice. Three hours lecture per week. Prerequisites: Students must be enrolled in the RN-BS program or permission of instructor.

NURS 301
Public Health Issues
Fall, 3 credit hours
The course begins with an overview of the history and development of public health. The student is then provided with the opportunity to examine the current public health care system. The fundamentals of epidemiology also are covered. Applications to the students' practice settings are explored. Health planning, health promotion, and global health issues are included. Three hours lecture per week. Prerequisites: RN license or senior standing in an associates degree nursing program or permission of instructor.

NURS 302
Legal and Ethical Issues in Health Care
Spring, 3 credit hours
The student will examine the legal and ethical issues related to health care as they impact the health services and health care decision making. A variety of commonly experienced legal situations and ethical dilemmas will be discussed, including professional liability, patients' rights, abortion, AIDS care, informed consent, organ transplantation, health care delivery and resource allocation and issues related to death and dying. Three hours lecture per week. Prerequisites: RN license or senior standing in an associates degree nursing program or permission of instructor.

NURS 303
Health Assessment in Nursing
Fall, 4 credit hours
This course will provide the student with knowledge and skills basic to health assessment in nursing. The course emphasizes critical thinking skills required for accurate collection and analysis of client health information and provides opportunities for enhancement of physical assessment skills. Students will be responsible for finding a qualified preceptor.
(with the approval of the course instructor) in order to successfully complete the clinical portion of this course. Three hours lecture and three hours clinical per week. Prerequisite: Students must be enrolled in the RN-BS program or permission of instructor.

**NURS 304 HEALTH PROMOTION AND RESTORATION**  
*Spring, 3 credit hours*  
This course provides the student with knowledge of the major individual and community models and theories that guide health-promotion interventions across the life span. This course presents information that enhances the students’ ability to provide holistic health promotion and preventive care. The planning, implementing and evaluating of health promotion, prevention, and restoration activities for individuals, families, and communities is stressed. Three hours lecture per week. Pre- or Corequisites: Conceptual Frameworks in Nursing (NURS 300), Health Assessment in Nursing (NURS 303), or permission of instructor.

**NURS/DHYG 370 RESEARCH METHODS IN THE HEALTH SCIENCES**  
*Fall/Spring, 3 credit hours*  
This course provides the student with knowledge and application of research findings to practice. Three hours lecture per week. Prerequisite: Enrollment in RN-BS or B. Tech in Dental Hygiene program. Pre- or Corequisite: Statistics (MATH 141) or equivalent coursework or permission of instructor.

**NURS 400 NURSING MANAGEMENT AND LEADERSHIP**  
*Spring, 3 credit hours*  
This course introduces the student to the conceptual basis for the application of leadership and management principles. The student gains a better understanding of the application of these principles in the management and coordination of health care delivery systems. Exploration of the critical components of leadership and management in diverse health care settings and application of course content enhances the coordination of quality client care and the role of the nurse as a leader and manager. Three hours lecture per week and 45 hour preceptorship. Prerequisites: Conceptual Frameworks in Nursing (NURS 300), Legal and Ethical Issues in Health Care (NURS 302), Health Assessment in Nursing (NURS 303), Health Promotion and Restoration in Nursing (NURS 304) or permission of instructor.

**NURS 402 COMMUNITY HEALTH NURSING**  
*Fall, 4 credit hours*  
This course will examine public and community health theory and practice as they relate to the Registered Professional Nurse. Public health principles, epidemiology, and community health nursing theory will be utilized by the student in conducting a community health assessment and implementation of a service-learning project within the community. Four hours lecture per week, 45 hour preceptorship. Prerequisites: Conceptual Frameworks in Nursing (NURS 300), Health Assessment in Nursing (NURS 303), Research Methods in the Health Sciences (NURS 370), or permission of instructor.

**NURS 403 TRANSCULTURAL NURSING**  
*Spring, 2 credit hours*  
This course provides the student with an overview of the influence of culture on health care practices and in the delivery of nursing care for individuals, groups, and communities. Increased awareness of culturally diverse nursing care and a sound understanding of the impact of cultural beliefs, values, and practices upon health and health care delivery is a direct outcome of this course. The student explores and reflects upon their own cultural beliefs related to health and health care delivery and examines client behaviors, cultural perspectives, and barriers to transcultural communication. Two hours lecture per week. Prerequisites: Research Methods in Health Sciences (Nursing 370), senior level status or permission of instructor.

**PHSC 101-LECTURE**  
**PHSC 102-LAB**  
**PHYSICAL SCIENCE**  
*Fall/Spring, 3–4 credit hours*  
GER 2  
The major concepts of many of the physical sciences are presented, with physics and chemistry being covered extensively. Special emphasis is placed on how these concepts are related to the society and environment in which the students operate. No science background is assumed. Basic math skills are desirable but not essential. Three hours lecture per week. If lab is elected, an additional two hours laboratory per week is required.

**PHTA 101 FUNDAMENTAL PHYSICAL THERAPY SKILLS AND MODALITIES**  
*Fall, 3 credit hours*  
Physical therapist assistant students are introduced to fundamental physical therapy skills and modalities to include preparation of the patient and practitioner for physical therapy care, documentation, body mechanics, positioning, dependent mobility, assisted transfers, basic exercise principles, gait training, aseptic techniques, and thermal modalities. The PTA student begins to learn patient data collection including standard vital signs and level of patient arousal. The student begins to recognize and describe the functional status and progression and safety of patients while engaged in gait, locomotion, wheelchair management and mobility activities.  
Two hours lecture, three hours laboratory per week. Prerequisite: PTA students only or permission of instructor.

**PHTA 102 KINESIOLOGY**  
*Spring, 3 credit hours*  
Study and application of human motion is covered beginning with general anatomic terminology and concepts, types and laws of motion, bone, joint and muscle structure and function. Origins, insertions, actions and innervations of extremity and trunk musculature and palpable surfaces of same are discussed. Kinesiological concepts related to the gait cycle, posture, and functional movement are addressed. Two hours lecture, two hours laboratory per week. Prerequisite: Human Anatomy and Physiology I (BIOL 217) or permission of instructor.

**PHTA 103 MUSCULOSKELETAL PATHOLOGIES**  
*Spring, 4 credit hours*  
Principles and techniques of therapeutic exercise and soft tissue mobilization are presented and related to specific musculoskeletal pathologies across the life span. Students will learn their role in assisting the physical therapist with management of an orthopedic based patient population in relation to the stages of tissue healing. The student will learn to apply a variety of exercise techniques when given the physical therapy plan of care and goals/expected outcomes. There will be a focus on educating the patient and/or care giver throughout the course. Students will also begin to read and understand professional literature. Three hours lecture, three hours laboratory per week. Prerequisites: Introduction to Physical Therapy (PHTA 100), Fundamental Physical Therapy Skills (PHTA 101), Clinical I (PHTA 104) and Human Anatomy and Physiology I (BIOL 217) or permission of instructor.

**PHTA 104 CLINICAL I**  
*Fall, 1 credit hour*  
Students are assigned in small groups to physical therapy clinical sites where they will work under the direct supervision of a licensed physical therapist or physical therapist assistant. Emphasis in this semester is on integration of skills learned in PHTA.
Course Descriptions: PHYSICAL THERAPY ASSISTANT, PHYSICS

coursework during the fall semester, including professional behaviors, communication, bed mobility, transfers, vital signs, basic exercise, and gait training. This course provides the student with the opportunity to put the knowledge and skills he/she has acquired so far in the classroom and laboratory into practice in a clinical setting. Eight hours per week, once every three weeks. Corequisite: Fundamental Physical Therapy Skills and Modalities (PHTA 101).

PHTA 105
MUSCULOSKELETAL ASSESSMENT TECHNIQUES
Spring, 2 credit hours
This course introduces students to data collection tools used to assist the physical therapist with assessment of the musculoskeletal system. Emphasis will be placed on developing skill competency with goniometry and manual muscle testing, and postural assessment. Students will also gain familiarity with common medical imaging tests, orthopedic special tests, and functional assessments. One hour of lecture, and two hours laboratory per week in the second semester of the Physical Therapist Assistant curriculum. Prerequisites: Introduction to Physical Therapy (PHTA 100), Fundamental Physical Therapy Skills (PHTA 101), Clinical I (PHTA 104), and Human Anatomy and Physiology I (BIOL 217).

PHTA 106
CLINICAL II
Spring, 1 credit hour
Students are assigned in small groups to physical therapy clinical sites where they will work under the direct supervision of a licensed physical therapist or physical therapist assistant. Emphasis in this semester is on integration of skills learned in PHTA coursework during the fall & spring semesters appropriate to the outpatient orthopedic physical therapy setting, including professional behaviors, communication, documentation, reimbursement, therapeutic exercise, thermal modalities, massage, & musculoskeletal data collection, emphasizing joint range of motion & manual muscle testing. This course provides the student with the opportunity to put the knowledge and skills he/she has acquired so far in the classroom and laboratory into practice in a clinical setting. Prerequisites: Introduction to Physical Therapy (PHTA 100), Fundamental Physical Therapy Skills (PHTA 101), Clinical I (PHTA 104).

PHTA 203
PTA SEMINAR I
Fall, 2 credit hours
This seminar course allows second year PTA students to engage in activities and discussions that will facilitate the development of the Values Based Behaviors of physical therapist assistant practice. In-class assignments and discussion, as well as outside activities, will foster the students' integration of the American Physical Therapy Association Values Based Behaviors for the PTA: altruism, compassion/caring, continuing competence, integrity, duty, PT/PTA collaboration, and social responsibility in preparation for culminating clinical affiliation experiences and clinical practice as a Physical Therapist Assistant. This course satisfies the writing intensive requirement for the PTA curriculum. Three hours lecture per week. Prerequisites: Successful completion of all coursework in the first two semesters of the PTA curriculum or permission of instructor. PHTA majors only.

PHTA 204
CARDIOPULMONARY AND INTEGUMENTARY PATHOLOGIES
Fall, 4 credit hours
In the first half of the semester students will study the cardiopulmonary system and related pathologies. Cardiopulmonary rehabilitation principles and management will be discussed and applied. Students will learn about diabetes and peripheral vascular disease as a lead-in to amputee and prosthetic rehab. Management of injuries to the integumentary system, including wounds, and burns will be studied. Three hours lecture, two hours laboratory per week. Prerequisites: Successful completion of all coursework in the first two semesters of the PTA curriculum or permission of instructor. PHTA majors only.

PHTA 205
NEUROMUSCULAR PATHOLOGIES
Fall, 4 credit hours
Neuromotor will be presented in preparation for the study of data collection and physical therapy interventions used in treatment of persons with neuromuscular pathologies. Normal motor development and neuropathologies, both central and peripheral, throughout the life span will be discussed and treatment techniques practiced in the lab setting. Two hours lecture, four hours laboratory per week. Prerequisites: Successful completion of all coursework in the first two semesters of the PTA curriculum or permission of instructor. PHTA majors only.

PHTA 206
ADVANCED PHYSICAL THERAPY MODALITIES
Fall, 2 credit hours
Students will learn basic principles of electricity and electrotherapy. Application of electrotherapeutic agents for pain control, neuromuscular stimulation, and tissue/wound healing will be studied and applied. Students will be introduced to spinal traction as a therapeutic modality. Students will enhance their research skills by reviewing and critiquing current professional literature related to various course topics. One hour lecture, three hours laboratory per week. Prerequisites: Successful completion of all coursework in the first two semesters of the PTA curriculum. Corequisites: PTA Seminar I (PHTA 203), Cardio-pulmonary and Integumentary Pathologies (PHTA 204), and Neuromuscular Pathologies (PHTA 205) or permission of instructor. PHTA majors only.

PHTA 207
CLINICAL III
Spring, 7 credit hours
This clinical practicum correlates with content taught in courses PHTA 100 through PHTA 206. The student is assigned to a physical therapy clinical site where he/she will work under the direct supervision of a licensed physical therapist or registered physical therapist assistant. This will provide the student with the opportunity to put the knowledge and skills they have learned in the classroom and laboratory into practice in a clinical setting. The PTA student will demonstrate clinical problem solving skills based on their academic knowledge and previous lab and clinical experiences. This experience will begin in the fourth semester and will last seven full-time weeks. Prerequisites: Successful completion of first three semesters of PTA curriculum or permission of instructor. For PHTA majors only.

PHTA 209
CLINICAL IV
Spring, 7 credit hours
This clinical practicum correlates with content taught in courses PHTA 100 through PHTA 207. The student is assigned to a physical therapy clinical site where he/she will work under the direct supervision of a licensed physical therapist or registered physical therapist assistant. This will provide the student with the opportunity to put the knowledge and skills they have learned in the classroom and laboratory into practice in a clinical setting as well as expand their practical knowledge learned in prior clinical courses I, II, and III. This experience will begin in mid fourth semester and will last seven full time weeks. Prerequisites: Successful completion of first three semesters of PTA curriculum or permission of instructor. For PHTA majors only.

PHTA 210
PTA SEMINAR II
Spring, 2 credit hours
This course is designed to provide for the transition from the student role to the graduate role. Web-based review of national exam material will occur throughout the fourth semester of the PTA curriculum. Once back on campus students will participate in transitional preparation by performing licensing and interviewing procedures and sit for a mock national exam. Students will be required to submit a self-directed plan for career development and lifelong learning. A student/faculty conference is required for each student prior to graduation. Fifteen hours lecture per week for one week, and one hour online per week for 15 weeks. Prerequisites: First three semesters PTA curriculum. Corequisites: Clinical III (PHTA 207) and Clinical IV (PHTA 209) or permission of instructor. PHTA majors only.

PHYS 115
BASIC PHYSICS
Fall/Spring, 4 credit hours
GER 2
Topical coverage includes systems of units, scientific method, scientific mathematics (including basic trigonometric functions), vectors, friction, forces and translational equilibrium, torques and rotational equilibrium, uniformly accelerated motion, Newton's Laws, work, energy, power. Emphasis is on development of laboratory and problem-solving skills including description, organization, analysis,
Course Descriptions: PHYSICS

PHYS 121 COLLEGE PHYSICS I

*Fall/Spring, 3 credit hours* GER 2

This is an introductory college physics course which uses algebra and trigonometry in developing some of the fundamental concepts of classical physics. Topics covered are units of measurement, vectors, velocity, acceleration, force, Newton's Laws of Motion, gravity, momentum, work, energy, power, circular motion, rotational motion and thermodynamics. Three hours lecture per week. Prerequisite: Intermediate Algebra (MATH 106). Corequisite: College Physics I (PHYS 121) or permission of instructor.

PHYS 122 COLLEGE PHYSICS II

*Spring, 3 credit hours* GER 2

This is the second semester of an introductory college physics course which uses algebra and trigonometry in developing some of the fundamental concepts of classical physics. Topics covered are, electric forces and fields, electrical energy, capacitance and resistance, direct current circuits, reflection and refraction of light, wave optics. Three hours lecture per week. Prerequisite: College Physics I (PHYS 121) or permission of instructor.

PHYS 125 PHYSICS LAB I

*Fall/Spring, 1 credit hour* GER 2

Physics Laboratory I is a laboratory course to accompany College Physics I (PHYS 121). Students will have laboratory experiments concerning one and two dimensional translational mechanics and graphical analysis. This course is designated as writing intensive. Two hours laboratory per week. Corequisite: College Physics I (PHYS 121) or permission of instructor.

PHYS 126 PHYSICS LAB II

*Spring, 1 credit hour* GER 2

This is a laboratory course to accompany College Physics II (PHYS 122) Experiments examine electricity, DC circuits, and optics. This course is designated as writing intensive. Two hours laboratory per week. Corequisite: College Physics II (PHYS 122) or permission of instructor.

PHYS 131 UNIVERSITY PHYSICS I

*Fall/Spring, 3 credit hours* GER 2

This is an introductory college physics course which uses basic calculus in developing some of the fundamental concepts of classical physics. Topics covered are measurement, vector manipulation (including unit vector notation), linear kinematics and dynamics, motion in a plane, and conservation of energy and linear momentum. Three hours of lecture per week. Prerequisite: Pre-Calculus Algebra (MATH 123) or College Algebra (MATH 121) or three years of high school mathematics or permission of instructor. Corequisite: University Physics Lab I (PHYS 135); Calculus I (MATH 161) or permission of instructor.

PHYS 132 UNIVERSITY PHYSICS II

*Spring, 3 credit hours* GER 2

This calculus based course covers topics in the area of electricity, magnetism and optics. Topics include electric fields, electric potential, conductivity, capacitance, magnetic fields, inductance, and DC circuits, EM waves, geometric optics and physical optics. Three hours lecture per week. Prerequisite: University Physics I (PHYS 131); Corequisite: Calculus II (MATH 162); or permission of instructor.

PHYS 133 UNIVERSITY PHYSICS III

*Fall, 3 credit hours* GER 2

This is the third semester of an introductory college physics course which uses basic calculus in developing some of the fundamental concepts of classical physics. Topics covered are rotation of rigid objects, static equilibrium of extended bodies, simple harmonic motion, gravitation, fluid mechanics, the laws of thermodynamics and kinetic theory of gases. Three hours lecture per week. Prerequisite: University Physics I (PHYS 131) and Calculus I (MATH 161) or permission of instructor; Corequisite: University Physics III Lab (PHYS 137) or permission of instructor.

PHYS 135 UNIVERSITY PHYSICS LABORATORY I

*Fall, 1 credit hours* GER 2

This is a laboratory course to accompany PHYS 131, University Physics I. Experiments will include one and two dimensional translational mechanics and graphical analysis. Two laboratory hours per week. Corequisite(s): PHYS 131, University Physics I or permission of instructor.

PHYS 136 UNIVERSITY PHYSICS LABORATORY II

*Spring, 1 credit hours* GER 2

This is a laboratory course to accompany University Physics II (PHYS132). Experiments examine electricity, circuits, and optics. Two laboratory hours per week. Corequisite(s): PHYS 132, University Physics II or permission of instructor.

PHYS 137 PHYSICS LAB III

*Fall, 1 credit hours* GER 2

This laboratory course is to accompany University Physics III (PHYS 133). The student will perform experiments related to rotational motion, oscillations and waves, static equilibrium, properties of material, and thermal physics. Two hours laboratory per week. Corequisite: University Physics III (PHYS 133) or permission of instructor.

PHYS 143 INTRODUCTION TO CLASSICAL MECHANICS

*Fall/Spring, 3 credit hours* GER 2

This course is a presentation of Newtonian mechanics at the intermediate level. Topics include dynamics of particles and rigid bodies, rotating reference frames, conservation laws, gravitational fields and potentials, planetary motion, wave motion, oscillations, Lagrangian and Hamiltonian equations. Three hours of lecture per week. Prerequisites: College Physics II (PHYS 122) or University Physics II (PHYS 132), or permission of instructor.

PHYS 140 MODERN PHYSICS

*Fall/Spring, 3 credit hours* GER 2

The atomic view of matter, Bohr model, relativity, particle properties of waves, wave properties of particles, introduction to quantum mechanics, quantum theory of the hydrogen atom, the solid state, introduction to Fourier series and integrals and statistical mechanics. Three hours lecture per week. Prerequisite: University Physics III (PHYS 133) or permission of instructor.

PHYS 141 INTRODUCTION TO ELECTRICITY AND MAGNETISM

*Fall/Spring, 3 credit hours* GER 2

This course is an intermediate level presentation of the physics of the electromagnetic field. The course will explore the applications of electromagnetism in medicine (magnetic resonance imaging), and the interdependencies between electric and magnetic fields which are the essence of the theories of circuits, lines, antennas and guided waves. Topics include Electric and magnetic fields, vector methods, Gauss's law, theory of dielectrics, Ampere's law, Faraday's law, vector potential, displacement current, Maxwell's equations, wave propagation in dielectrics and conductors, and production and propagation of radiation. Three hours of lecture per week. Prerequisites: University Physics II (PHYS 132) or College Physics II (PHYS 122), Calculus II (MATH 162), or permission of instructor.
PHYS 410  
SOLID STATE SCIENCE  
Fall/Spring, 3 credit hours

This course explores how the diverse properties (mechanical, electronic, optical and magnetic) of solid materials can be related to interactions at the atomistic level. Topics include crystal structures; bonding in solids; x-ray, neutron, and electron diffraction in crystals; lattice vibrations; energy bands in solids; the free-electron model; semiconductor and semiconductor devices. Three hours lecture per week. Prerequisite: Modern Physics (PHYS 202) or permission of instructor.

PHYS 420  
INTRODUCTION TO QUANTUM MECHANICS  
Fall, 3 credit hours

This course is a senior-level introduction to the theory and formalism of non-relativistic quantum mechanics and its applications. This course provides the background with which to understand and meet the challenge of new applications of quantum mechanics. Principles of quantum mechanics and some mathematical techniques of solving quantum mechanical problems are examined. Three hours lecture per week. Prerequisite: University Physics II (PHYS 132) or College Physics II (PHYS 122; Calculus II (MATH 162), or permission of instructor.

PHYS 291-295, 391-395, OR 491-495  
SPECIAL TOPICS IN PHYSICS  
Fall/Spring, 1–4 credit hours

Special Topics in Physics will generally include topics of current interest or topics not covered in courses currently offered by the department or in combinations not currently available. Prerequisite: permission of instructor.

POLS 101  
INTRODUCTION TO POLITICAL SCIENCE  
Fall or Spring, 3 credit hours

GER 3

This course introduces students to the study of politics and government and examines the impact of politics in our lives. Students learn about the fundamentals of political theory and American government, examines the differences between forms of government and politics around the world, and analyze the relations between countries in the international community. Students consider contemporary issues of civil and human rights, political violence, globalization, and the workings of democracy in light of the theories and systems presented through the semester. Three hours lecture per week.

POLS 105  
INTRODUCTION TO AMERICAN GOVERNMENT AND POLITICS  
Fall and Spring, 3 credit hours

GER 3

This course examines the fundamental components of American government and politics including political culture, interest representation, political participation, government institutions, and government policymaking. Students develop a basic knowledge of American politics and the tools for careful and critical evaluation of current events and political phenomena. Through the framework of the Constitution, this course considers governmental and political issues from the founding until now, including federalism, civil liberties and rights, political processes such as campaigns and elections, and the checks and balances between branches of government. Three hours lecture per week.

POLS 120  
INTRODUCTION TO COMPARATIVE POLITICS  
Spring, 3 credit hours

An examination of the principles and processes of the American judicial system, constitutional issues defining the relationship between law enforcement and civil rights and liberties will be discussed to acquaint the student with the special problems of justice in a democratic society. Three hours lecture per week. Prerequisite: Introduction to Government and Politics (POLS 101) or permission of the instructor.

POLS 201  
CONSTITUTIONAL LAW AND CIVIL LIBERTIES  
Fall, 3 credit hours

An examination of the principles and Processes of the American judicial system, constitutional issues defining the relationship between law enforcement and civil rights and liberties will be discussed to acquaint the student with the special problems of justice in a democratic society. Three hours lecture per week. Prerequisite: Introduction to Government and Politics (POLS 101) or permission of the instructor.

POLS 210  
HUMAN DEVELOPMENT  
Fall and/or Spring, 3 credit hours

A critical overview of the major mental and emotional disorders, their symptoms, causes, treatments, and classification. This course examines psychological disorders from multiple perspectives, including psychodynamic, humanistic, behavioral, cognitive, existential, family systems, biological, and socio-cultural. Past and current fads, myths, misconceptions, and controversies in mental health practice will be explored. Three hours lecture per week. Prerequisite: Introductory Psychology (PSYC 101), or permission of instructor.

POLS 275  
PERSONALITY & INDIVIDUAL DIFFERENCES  
Fall, 3 credit hours

This course introduces students to the diverse ways of conceptualizing, assessing, and studying personality. Personality psychology is the scientific study of the whole person. In lecture and readings, students consider trait, biological, psychodynamic, humanistic, cultural, and behavioral approaches to personality and individual differences. When discussing each of these approaches, students explore the utility of each approach for explaining individual differences as well as their stability and fluidity. Three lecture hours per week. Prerequisites: Introduction to Psychology (PSYC 101) and Introduction to Sociology (SOCI 101) with a C or better; or permission of the instructor.

POLS 310  
INTRODUCTION TO PSYCHOLOGY  
Fall and/or Spring, 3 credit hours

GER 3

An introduction to the scientific study of human mind emotion, and behavior from a variety of theoretical perspectives. The focus will be on the development of an objective and critical framework from which to understand the individual alone and in groups from a scientific and multi-model approach. Major topics may include: biopsychology, cognition, memory, consciousness, learning, development, social psychology, personality, abnormality, sensation, and perception. Three hours lecture per week.

POLS 220  
CHILD DEVELOPMENT  
Fall/Spring, 3 credit hours

GER 3

An eclectic approach to the growth and development of the child from conception to adolescence. A variety of major theories and research will be covered to give a balanced overview of the changes that occur in areas such as cognition, personality, social relationships, family, behavior, physical development, and sociocultural factors throughout the life of a child. Applications to parenting, teaching, and current societal trends will be discussed. This course is an alternate to Human Development (PSYC 225). Students may receive credit for only one development psychology course. Three lecture hours per week. Prerequisite: Introductory Psychology (PSYC 101) or permission of instructor.

POLS 225  
HUMAN DEVELOPMENT  
Fall and/or Spring, 3 credit hours

A systematic study of behavior from conception through death with emphasis on the psychosocial, biosocial, cognitive development and sociocultural factors affecting humans during various stages of development. Special emphasis is placed on scientific methods of human study and the understanding and treatment of common behavioral problems. Three hours lecture per week. This course is an alternate to Child Development (PSYC 220). Students cannot receive credit for both. Prerequisite: Introductory Psychology (PSYC 101), or permission of instructor.
contributions of each approach to counseling. The uses and limitations of each theory will be discussed. Issues related to the helping professions are included and focus on standards of professionalism, ethics, and legalities.

Three hours lecture per week. Prerequisites: Minimum of 9 credits of psychology with a “C” or better average, including Introductory Psychology (PSYC 101), Abnormal Psychology (PSYC 275), Child Development (PSYC 220) or Human Development (PSYC 225), or permission of instructor.

PSYC 315
CRISSES INTERVENTION
Spring, 3 credit hours

This course introduces students to the most common types of crisis events arising in settings such as the hospital emergency room, community mental health center, community hotline, correctional facilities, and police services. It provides knowledge of the major assessment methods and models of intervention appropriate to the setting. There is an emphasis on special groups including the development and treatment of crises with children and adolescents, college students, Native Americans, victims of violence, victims of disaster or terrorism, and vicarious trauma experienced by caregivers. Students will learn through case studies, readings, group activities and role-play experiences. Three hours lecture per week. Prerequisites: Child Development (PSYC 220) or Human Development (PSYC 225) or Abnormal Psychology (PSYC 275), or permission of instructor.

PSYC 340
SOCIAL PSYCHOLOGY
Fall, 3 credit hours

A scientific examination of how thoughts, feelings, and behaviors are influenced by the perceived or real presence of other people (i.e., an examination of the nature and causes of individual behavior and thought in social situations). Core areas of examination include social cognition (e.g., heuristics, schemas, thinking, and affect), social perception (e.g., emotion, attribution, and impression formation/management), social influence (e.g., conformity, compliance, obedience, and prosocial behavior), attitudes (including prejudice, discrimination, and stereotypes), and the self (e.g., self-concept, social comparison, stereotype threat, ego control, and ego depletion). Three hours lecture per week. Prerequisites: Introduction to Psychology (PSYC 101) and Introduction to Sociology (SOCI 101) or permission of instructor. Corequisites: Research Methods (SSCI 370) recommended.

PSYC 350
EDUCATIONAL PSYCHOLOGY
Fall and/or Spring, 3 credit hours

A study of human behavior in educational settings: the application of child and adolescent development and learning principles; including use of tests and measurements, motivation, exceptional learners, classroom and behavior management, cognitive strategies, and introduction to the concept of “Expert” teacher and student. Three hours lecture per week. Prerequisites: A grade of C or better in Child Development (PSYC 220) or Human Development(PSYC 225) and a minimum of 30 credit hours with a GPA of 2.0.

PSYC 375
ASSESSMENT, DIAGNOSING, AND TREATMENT PLANNING
Fall, 3 credit hours

Students examine the process and skills needed for assessment, diagnosing, and treatment planning of substance abuse/dependence and co-occurring disorders. Students explore motivational techniques and current best practices used in the field of addiction treatment and behavioral health. Three lecture hours per week. Prerequisites: Alcohol, Drugs & Society (SSCI 181) and Human Development (PSYC 225) and Abnormal Psychology (PSYC 275) or permission of the instructor.

PSYC 406
INDUSTRIAL/ORGANIZATIONAL PSYCHOLOGY
Spring, 3 credit hours

This course examines the intersection of the workplace and psychology through the lens of I/O psychology. Topics include employee selection, performance & training evaluation, group dynamics, employee motivation & commitment, employee selection, leadership, organizational culture & development, and stress management. Three lecture hours per week. Prerequisites: Research Methods (SSCI 370) and Social Psychology (PSY 340) or Personality and Individual Differences (PSYC 308) with a C or better; 30 earned credit hours; or permission of the instructor.

PSYC 410
COUNSELING SKILLS AND PROCESS
Fall and/or Spring, 3 credit hours

An examination and practice of the skills, techniques, and process of counseling for students entering one of the helping professions. Specific techniques are described, demonstrated and practiced. The stages of the counseling process and the goals and methods of each stage will be discussed and practiced. Three lecture hours per week. Prerequisites: Counseling Theories and Practice (PSYC 310) with a grade of “C” or better or permission of the instructor.

PSYC 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN PSYCHOLOGY
Fall/Spring, 1–4 credit hours

Individual courses of instruction of variable credit (1–4 credits) may be offered each semester. These courses are designed to expand on topics in specific areas of psychology. Prerequisite: depends on the nature of each course.

SOCI 101
INTRODUCTION TO SOCIOLOGY
Fall and Spring, 3 credit hours

Ger 3

This course is an introduction into the sociological study of society by exploring fundamental social theories and research methods used by sociologists to examine the interactions between social structures and individuals. The goal of the course is to gain a basic knowledge of sociological concepts and techniques, with a focus on the cultivation of the sociological imagination. This course will examine concepts such as culture, social structures and change, deviance, race, ethnicity, and gender. Three hours lecture per week.

Sociology 105
AMERICAN SOCIAL PROBLEMS
Fall/Spring, 3 credit hours

Ger 3

This course provides a sociological perspective on the origin, nature, impact and policies which address contemporary American social problems. Emphasis is placed on institutional/macro sociological analysis, interrelationships, and the global context of American problems. Three hours lecture per week.

SOCI 205
SOCIAL DEVIANCY AND CONTROL
Fall/Spring, 3 credit hours

An introduction to the ideological and theoretical foundation of Social Deviance and Social Control. Attention is given to micro/macro forms of deviance including the gamut from individual forms of deviance to state organized deviance. The course will examine the complex nature and the role agents of social control play in creating and enforcing norms and deviant labels. The course will examine a range of empirical data that attempt to explain the existence and occurrence of deviance. Three hours lecture per week. Prerequisite: Introduction to Sociology (SOCI 101) or permission of instructor.

SOCI 210
SOCIOLOGY OF THE FAMILY
Fall and Spring, 3 credit hours

The study of family as a key social unit with the emphasis on structure, functions, problems and future of the institution. Cross-cultural comparisons, the relationship between the family and other institutions, and family-related policies also will be discussed. Three hours lecture per week.

SOCI 250
SOCIOLOGY OF THE MASS MEDIA
Spring, 3 Credit hours

Ger 3

The course will begin by exploring the component and the basic concepts of mass media. Special emphasis is on the social construction power of the
mass media. The positive role of the mass media will be explored as well as the negative impact. The social control function of the mass media will be explained. The course is aimed at providing a critical assessment of the social construction power of the mass media with an emphasis on images, content and context as presented in the mass media. The course will explore the images of various segments of American society as presented in the mass media including racial/ethnic groups, gender and sexual orientation, age and class. Three hours lecture per week. Prerequisite: Introduction to Sociology (SOCI 101) or permission of instructor.

SOCI 300
RACE AND ETHNIC RELATIONS: AMERICAN AND GLOBAL PERSPECTIVES
Fall and/or Spring, 3 credit hours
This course provides an overview and critical assessment of racial and ethnic relations. The student will be exposed to theories and research that explore the nature of ethnic stratification, incorporation, exclusion, and identity. Focusing on the United States, the course will survey key institutions and identify issues that reflect on inclusion/exclusion/identity. In addition, the course will briefly overview critical issues in racial and ethnic relations from a global context. Three hours lecture per week. Prerequisite: Introduction to Sociology (SOCI 101) or permission of instructor.

SOCI 305
GENDER IN THE MEDIA
Fall or Spring, 3 credit hours
The course will begin by reviewing the components and the basic concepts of mass media. The course will focus on the power of social construction of the mass media in creating appropriate images of masculinity and femininity including sexual orientation. The course will survey the various theoretical traditions coming from sociology, psychology and gender studies exploring gender dynamics as portrayed in the media. The course will examine research exploring the impact and the ideological consequences of the power of the mass media within the arena of gender dynamics. Three hours lecture per week. Prerequisite: Introduction to Sociology (SOCI 101) or Introduction to Sociology (SOCI 101) or permission of instructor.

SOCI 310
WOMEN AND AGING
Fall and Spring, 3 credit hours
This course provides an extensive exploration of the impact of aging on women. Topics include the social construction of older women; historical and theoretical perspectives on midlife and older women; relationships with family and friends; racial, ethnic, and demographic issues; spirituality; economic issues; and living arrangements and care giving. Three hours lecture per week. Prerequisite: Introduction to Sociology (SOCI 101). Additionally, students must have at least junior level status or permission of instructor.

SOCI 320
SOCIOLOGY OF HEALTH, ILLNESS AND HEALTH CARE
Fall and Spring, 3 credit hours
Using the sociological perspective, this course explores how social factors such as age, gender, social class and race/ethnicity influence personal experiences of health, illness, and health care utilization. This course will challenge assumptions about health, illness and health care. Topics include the social construction of illness and health, a critique of the 'sick role', the meaning and experience of disability, chronic pain and chronic illness, an exploration of health care systems in the developed and developing worlds, and the challenges and opportunities facing both consumers and providers of health care in the 21st century. Three hours lecture per week. Prerequisite: Senior level status; Introduction to Sociology (SOCI 101) or Introduction to Gerontology (HLTH 104) or permission of instructor.

SOCI 330
SOCIOLOGY OF GENDERED LIVES
Fall or Spring, 3 credit hours
This course focuses on social changes in gender relations, gender inequalities and the social construction of gender. Using sociological theories different social institutions and spheres of society will be analyzed. Topics will include creation of gender differentiation, power, privilege, gendered performances, masculinities, femininities, sexualities, social inequalities and subordination. We will also look at social movements concerned with gender. Three hours lecture per week. Prerequisites/Corequisites: Introduction to Sociology (SOCI 101) or American Social Problems (SOCI 105) or permission of instructor.

SOCI 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN SOCIOLOGY
Fall/Spring, 1-4 credit hours
An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in sociology.

SOET 101
INTRODUCTION TO COMPUTER USAGE FOR TECHNICIANS
Fall/Spring, 1 credit hour
This course introduces students to the Windows operating environment including creating and manipulating files and folders. Topics pertaining to word processor, spreadsheet and presentation software will be introduced with laboratory assignments and instruction. Two hours per week in a computer classroom.

SOET 116
INTRODUCTION TO COMPUTER AIDED DRAFTING AND DESIGN
Fall, 2 credit hours
This course introduces the student to the use of a computer to produce Mechanical engineering, Architectural, MEP, and construction drawings. Students shall learn fundamentals functions of 2D AutoCAD software. Other topics covered in the course include Orthographic Projection, National Drafting Standards and Conventions, Detail Drawings, Assembly Drawings, Architectural, Constructions, Electrical, PLMG/HVAC and Civil CADD topics. 3D solid modeling and Building Information Modeling (BIM) are briefly explored at the end of the course. Four hours laboratory per week.

SOET 250
INTRODUCTION TO 3D CAD AND BIM
Fall, 2 credit hours
This course introduces students to commercial construction drawings using object based CAD/REVIT software used by engineers, architects and designers also known as Building Information Modeling (BIM). Produce plans, sections elevations, 3D models, quantities, and other data which are fully coordinated and can be readily manipulated, accessed and shared. In addition BIM allows students to perform design tasks, query quantities and take-offs, and generate drawing sheets for construction documentation needs. Two, two-hour laboratories per week.

SOET 348
ENGINEERING SAFETY
Spring, 1 credit hour
This course covers topics such as: The basic hazards and preventative measures from falls, mechanical injuries, heat and temperature, pressure, electricity, fires, explosions, toxic materials, radiation, vibration, noise, and computer safety. Student with Occupational Safety and Health Administration (OSHA) certification will receive credit for this course (SOET 348). One hour lecture per week. Prerequisites: Student should be in his/her second year, or permission of instructor.

SOET 352
ADVANCED REVIT AND BUILDING INFORMATION MODELING (BIM) MANAGEMENT
Fall, 3 credit hours
Building Information Modeling (BIM) generates and manages all components of a building’s life cycle. BIM is a new industry standard, knowledge and efficiency which is highly sought after by employers. Students expand upon their knowledge of how the software works to learn about how it is used as a management tool. Students learn how to coordinate, update, and share design data with team members throughout the design and construction phases of a building project. Specifically, students learn how to use project standards with templates that include annotation styles, preset views, sheets, and schedules; create custom element types and families; and establish a Company/Firm BIM foundation. This course prepares students for certification exams associated with Autodesk Revit certification. One hour lecture, four hours laboratory per week. Prerequisites: Intro to 3D CADD and BIM (SOET 250).

SOET/BSAD 361
PROJECT MANAGEMENT
Fall, 3 credit hours
This course is an introduction to projects and
project management as it pertains to Industry. Students will be introduced to principles of project selection, project planning & scheduling, duties of a project manager, project organization, implementation and termination. Three hours of lecture per week. Prerequisites: Junior standing or permission from instructor.

SOET 370
ENGINEERING PROJECT ANALYSIS
Fall/Spring, 3 credit hours

This course emphasizes the strong correlation between engineering design and manufacturing of products/systems and the economic issues they involve. The basic concepts of the time value of money and economic equivalences are applied throughout the course. Each assignment progressively incorporates different cash flows, the cost of funds, capital, operational and maintenance costs, salvage value, depreciation, and taxation. Students learn to apply different economic analysis methods - like discounted cash flow analysis, present worth, annual-equivalent worth, rate-of-return, cost/benefit etc - in evaluating the economic viability of a project, as well as the comparison of mutually exclusive alternatives. The course also introduces concepts of replacement decisions, a few methods of describing project risk, and exposes students to specific issues of economic analysis of the private sector versus the public sector. Applications to a variety of engineering fields' actual cases are stressed throughout the course. Three hours lecture per week. Prerequisite: College Algebra (MATH 121), Pre-Calculus Algebra (MATH 123), Junior status, or permission of instructor.

SOET 373
MANAGEMENT TELECOMMUNICATIONS
Spring/Fall, 3 credit hours

This course provides the student with the opportunity to learn both voice and data communications, why companies and corporations feel that telecommunications is vitally important as well as how the regulatory environment affects the telecommunications industry. The technology is explained in an easy to understand, yet thorough, manner. Current and emerging technologies, the International Organization for Standardization, how telecommunications works, and how it is designed and managed, are covered. The student will learn why it is necessary to manage telecommunications, the functions of the telecommunications department, issues that telecommunications managers will be dealing with, and case studies. Three hours lecture per week. Prerequisites: 30 credit hours or permission of instructor.

SOET 377
ENGINEERING ETHICS
Fall/Spring, 1 credit hour

This course extends the student analytical skills to moral deliberation. Topics covered include engineering code of ethics, responsibility in engineering, the social and value dimensions of technology, trust and reliability, engineers in organizations, engineers and environment, international engineering professionalism, global issues, respect for diversity, and cases. One hour lecture per week, and considered writing intensive. Prerequisites: Oral & Written Expression (ENGL 102) or permission of instructor.

SOET 410
ENGINEERING TECHNOLOGY SENIOR SEMINAR
Spring, 3 credit hours

This seminar course provides a forum in which students will present research proposals and/or results to peers and faculty. Practicing professionals may be invited to give presentations on current engineering technology issues facing students upon graduation. This course will serve all students in the School of Engineering Technology's baccalaureate programs. Three hours lecture per week. Prerequisites: Enrolled in the culminating experience course for major program of study, or permission of instructor.

SOET 430
SYSTEMS ANALYSIS
Fall/Spring, 3 credit hours

This course will enable students to learn and apply the skills a systems analyst needs to improve organizational processes. It will allow them to see the viewpoints and necessary inputs of all the stakeholders of an information system. The students will focus on the assessment of the user's interaction with technology and business functions, and on the analysis of data flow and its conversion into information. A familiarity with MS Office (or similar product) is expected. Three hours lecture per week. Prerequisites: Junior/Senior level status and GER 1 (math) or permission of instructor.

SOET 477
CAPSTONE PROJECT
Fall/Spring, 3 credit hours

This course provides a learning experience that allows students to propose, design and implement a project. This could be a study of a problem and solution of specific equipment, new product design, improvement of an existing product, and many others. All projects must be approved by course faculty. Three hours of lecture per week. Prerequisites: Senior level status or permission of program director.

SPAN 101
CONTEMPORARY SPANISH I
Fall and Spring, 4 credit hours

This course will introduce the student to the sound system and grammatical structure of the Spanish language. The focus will be on developing skills in the areas of aural comprehension, speaking, reading, and writing. By the end of the semester, the student will have a basic understanding of grammar, including word formation, complex verb conjugations, and idiomatic expressions. Four hours lecture per week. This course is only for the true beginner or for students who have had less than three years of high school Spanish. Students who have taken more than three years of high school Spanish may enroll in this course with the permission of the instructor.

SPAN 102
CONTEMPORARY SPANISH II
Fall or Spring, 4 credit hours

This course will build upon the grammatical structure of the Spanish language learned in first semester Spanish. The focus will be on developing and increasing skill levels in the areas of aural comprehension, speaking, reading, and writing. The student will learn to describe situations in the present, past and future tenses. At the end of the semester, the student will have an intermediate understanding of grammar, including word formation, complex verb conjugations, and idiomatic expressions. This course will also discuss various cultural aspects of the Spanish-speaking world. Four hours lecture per week. Prerequisite: Contemporary Spanish I (SPAN 101) or have had at least three years of high school Spanish. Speakers of Spanish may enroll in this course with the permission of the instructor.

SPCH 104
INTRODUCTION TO SPEECH
Spring, 3 credit hours

This course is an introduction to the principles of Effective Speech Communication. It includes techniques of audience analysis, establishing credibility as a speaker, planning, organizing and researching material, and delivery and use of audio visual aids. Both informative and persuasive speaking are covered. Three hours lecture per week.

SPMT 101
FOUNDATIONS OF SPORTS MANAGEMENT
Fall/Spring, 3 credit hours

This course is designed to provide students with an overview of sports management issues, trends and career opportunities. The course will examine marketing, financial, ethical, and legal management principles and apply those principles to amateur, professional and lifestyle sport settings. Three hours lecture per week.

SPMT 202
SPORT IN SOCIETY
Fall/Spring, 3 credit hours

This course examines sports using the sociological perspective. The course will focus on current and past issues within the sociology of the sporting landscape. Students will utilize critical thinking skills, past research and theories to examine the role of sports as a key social institution that influences and is influenced by the larger society. Three hours lecture per week.

SPMT 203
LEADERSHIP FOR SPORT PROFESSIONALS
Fall/Spring, 3 credit hours

This course will first introduce students to theories, approaches, and styles of leadership, as well as, the role that ethics and ethical decision making play in shaping leader behavior. Students will analyze leadership practices within different sport settings. Case studies of sport leaders from multiple sport levels and structures will be used to examine
best practices in sport leadership. Critical issues in sport leadership such as gender and ethnicity will be examined as well. Students will also begin to explore their own leadership thoughts and tendencies and emphasis will be placed on the promotion of personal leadership development with a focus towards successful sport leadership. Three hours lecture per week. Prerequisites: Foundations of Sport Management (SPMT 101) and sophomore level status or permission of instructor.

SPMT 240
SPORTS GOVERNANCE
Spring, 3 credit hours
This course is an examination of governance structures within professional and amateur sport organizations. Students will explore policy elements and issues within scholastic, amateur, campus recreation, intercollegiate athletics, professional sport (North American and International), and Olympic sport. This course will examine the mission, structure and function of sport governing bodies such as the NCAA and NAIA in Intercollegiate Athletics, Players Associations in Professional Sports, and the IOC, NOC’s and OGOC’s in Olympic sport. Three hours lecture per week. Prerequisite: Foundations of Sports Management (SPMT 101) or permission of instructor.

SPMT 241
LEGAL ISSUES IN SPORT
Fall/Spring, 3 credit hours
This course is designed to introduce students to legal applications within the sport industry. Through the use of case studies, an in-depth look at amateur and professional sports legal issues, such as; due process, anti-trust, free speech, duty of care, care owed to athletes and spectators, injuries, assumption of risk, contributory negligence, Title IX, contracts, tort law, and the growing instance of violent acts or as a result of sporting events. Three hours lecture per week. Prerequisites: Business Law I (BSAD 201) or permission of instructor.

SPMT 242
SPORTS FINANCE
Spring, 3 credit hours
This course deals with the importance of finance and accounting theory within the sport industry. Students will explore elements that influence the financial world then apply such elements to the specific sport business world. From case studies, this course will examine business structure, sources of capital and financial management in the unique business environment of professional and college sports. Three hours lecture per week. Prerequisites: Introduction to Finance (FSMA 210) or permission of instructor.

SPMT 244
SPORTS STATS I
Fall, 1 credit hour
This course introduces students to the role and Importance of statistics in sports and sports organizations and the role statistics plays in sports reporting relating to the sports covered in this course. Students will be introduced to statistics and Stattrak software used in inputting and compiling statistics for the following sports: golf, cross country, soccer, volleyball, and basketball. Students learn what statistics are kept for each sport and how to analyze and interpret those statistics. With hands-on training, students learn how to use Stattrak software to record live stats. In addition, students examine the ethical issues Involved in the use and reporting of sports stats from a team and global sport perspective. One hour lecture per week. Prerequisites: Foundations of Sport Management (SPMT 101) or permission of instructor.

SPMT 245
SPORTS STATS II
Spring, 1 credit hour
This course introduces students to the role and Importance of statistics in sports and sports organizations and the role statistics plays in sports reporting relating to the sports covered in this course. Students will be introduced to statistics and Stattrak software used in inputting and compiling statistics for the following sports: ice hockey, lacrosse, softball, and baseball. Students learn what statistics are kept for each sport and how to analyze and interpret those statistics. With hands-on training, students learn how to use Stattrak software to record live stats. In addition, students examine the ethical issues Involved in the use and reporting of sports stats from a team and global sport perspective. One hour lecture per week. Prerequisites: Foundations of Sport Management (SPMT 101) or permission of instructor.

SPMT 250
SPORTS INFORMATION
Spring, 3 credit hours
This course will focus on the fundamentals of sports information management at multiple levels – recreational, college, and professional. Components will include program planning, organization, budgeting, marketing, risk management, safety and security, staffing, conducting the event, promotional activities, and other factors associated with successful management of sport events. Students will be responsible for the management of at least one sport/recreation event on campus. Three hours lecture per week. Prerequisites: Junior or senior level status in Sports Management major or permission of instructor.

SPMT 251
SPORTS ENTREPRENEURSHIP
Fall, 3 credit hours
This course will focus on the working elements of an effective sports information office in a college setting. Students learn the techniques and strategies used by sports information professionals for effective communication including writing, publications, web site design and management, digital sports photography, and social media. Students are also introduced to the various technologies and software widely used in sports information. Three hours lecture per week. Prerequisite: Foundations of Sports Management (SPMT 101) or permission of instructor.
In this course, students will learn techniques and strategies for enhancing and expanding sport sales and sponsorships. Students will examine the sports sales process and compare the strengths and disadvantages of various selling strategies and methods. Sponsorship opportunities will be reviewed and students will learn key elements of sport sponsorship sales, implementation, and evaluation. Three hours lecture per week. Prerequisites: Sports Marketing (SPMT 307) or permission of instructor.

SPMT 413
CONTEMPORARY ISSUES IN COLLEGE SPORTS ADMINISTRATION
Fall, 3 credit hours

Using a seminar format, this course will study the enterprise of college athletics in the United States. Primary focus, discussion and research will center on contemporary issues in college athletics including but not limited to gender equity & Title IX, graduation rates, recruitment ethics, hazing, drug testing, pay for play, diversity in coaching, financial issues, student-athlete behavior, and academic reform and how these issues impact the function, management and leadership of intercollegiate athletic programs. Three hours lecture per week. Prerequisites: Senior level status in Sports Management major or permission of instructor.

SPMT 421
SPORTS MANAGEMENT INTERNSHIP
Spring, 9-15 credit hours

This experiential course builds on the fundamentals of sports media and broadcasting learned in SPMT 415 providing an opportunity for the application of principles, best practices, theories and techniques of different sports media components. Working collaboratively, students produce three sports shows throughout the semester based on topics assigned. Students will write and deliver copy and work the various stations in the control room. Each student is also responsible for doing one Weekly Roo Review, which will focus on SUNY Canton athletics during a one-week period. Students will also collaboratively do at least one live broadcast of an on-campus sporting event. Three hours lecture per week. Prerequisites: Sports Media and Broadcasting (SPMT 415) or permission of instructor.

SPMT 422
SPORTS MANAGEMENT SENIOR PROJECT
Fall/Spring, 3, 6, 9, 12, or 15 credit hours

This course is an alternative to SPMT 421 for students unable to complete a 15-credit internship. Students complete a senior research project specifically addressing a critical issue in a sport management setting or germane to a sports profession. Under the guidance of a faculty mentor, the student submits a research proposal, conducts research, prepares a thesis style report, and presents a defense to a thesis committee. Length and depth of the project dependent upon credit value. 112.5–562.5 project hours per semester. Prerequisites: Orientation to Culminating Experience in Sports Management (SPMT 410) and senior standing in the Sports Management major or permission of instructor.

SPMT 431
APPLIED SPORTS MEDIA AND BROADCASTING
Spring, 3 credit hours

This experiential course builds on the fundamentals of sports media and broadcasting learned in SPMT 415 providing an opportunity for the application of principles, best practices, theories and techniques of different sports media components. Working collaboratively, students produce three sports shows throughout the semester based on topics assigned. Students will write and deliver copy and work the various stations in the control room. Each student is also responsible for doing one Weekly Roo Review, which will focus on SUNY Canton athletics during a one-week period. Students will also collaboratively do at least one live broadcast of an on-campus sporting event. Three hours lecture per week. Prerequisites: Sports Media and Broadcasting (SPMT 415) or permission of instructor.

SPMT 432
APPLIED SPORTS EVENT MANAGEMENT
Spring, 3 credit hours

This experiential course builds on the fundamentals of sports events management learned in SPMT 308 providing an opportunity for the application of principles, best practices, and theories of successful event management. As a group, students are responsible for the total management of a major sporting event available to the public at large. Students have hands-on opportunity for all components of the event including planning, organizing, budgeting, marketing, public relations, leading personnel, risk management planning, conducting the event and event assessment. Prerequisites: Sports Event Management (SPMT 308) and senior standing in the Sports Management major or permission of instructor.
SSCI 181
ALCOHOL, DRUGS, AND SOCIETY
Fall and Spring, 3 credit hours
Students examine the various aspects of drug abuse and addiction including theories, models, individual drug classifications, and social consequences. Additional topics include the impact on family systems, overview of treatment approaches, and public policy in the United States. Three hours lecture per week.

SSCI 221
INTRODUCTION TO CHINESE HISTORY AND CULTURE
Fall and Spring, 3 credit hours
This course introduces students to the major aspects of Chinese history and culture. The first seven weeks of the semester are focused on the history of China before 1949, particularly the major Chinese dynasties together with coverage of the historical events, people as well as their significance and influence; the second seven weeks cover a variety of topics related to post-1949 China's political structure, economic reform, population policy and educational system, etc. The knowledge that the students have learned at the "history" stage enables them to have a deeper understanding of today's China. Three hours lecture per week.

SSCI 271
CONTEMPORARY GLOBAL ISSUES
Fall, 3 credit hours
This course introduces the students to global politics and issues through the lens of globalization. In this class students will learn about how globalization relates to political systems, environmental issues, poverty, migration, human rights, terrorism, conflict, the economy and trade. The focus is on the interrelated nature of politics, society, and economics across the globe and on the shared future we forge. Three hours lecture per week.

SSCI 275
INTRODUCTION TO UKRAINE
Fall and Spring, 3 credit hours
Introduction to major aspects of Ukrainian culture and history. Cultural topics related to family, religion, population demographics, government, arts, music, literature and education will be included. Contemporary life in Ukraine and the broad sweep of historical forces contributing to today's culture will be the focus of the course. The recent events in Ukraine will be discussed, such as the election of October-December 2004 and the "Orange Revolution." Ukraine gained its independence in 1991 and is fiercely proud of this independence from the Soviet Union. Three hours lecture per week.

SSCI 315
DEATH, DYING, AND BEREAVEMENT
Fall/Spring, 3 credit hours
This course is designed to present various ways in which social science views the human experience of death, dying, and bereavement. Drawing from sociology and psychology, this course will introduce macro and micro level theories and associated concepts. Micro-level concepts and theories about the interaction patterns between the dying patients and the family, medical staff and others involved will be examined. Also discussed will be: societal (or macrolevel) theories of social change, the ethical problem of euthanasia, and the needs of the dying; the biological, social, and psychological factors in the lengthening of life; and the consequences of death, dying, and bereavement. Cross-cultural experiences with these phenomena will also be examined. Three hours lecture per week. Prerequisites: Introduction to Psychology (PSYC 101) or Introduction to Sociology (SOCI 101) and 30 credit hours, or permission of instructor.

SSCI 370
RESEARCH METHODS IN THE SOCIAL SCIENCES
Fall and/or Spring, 3 credit hours
This course provides a comprehensive study of the scientific research process utilized in the social and health sciences. Students are trained to be critical consumers of published research. Topics covered include the scientific method; critically evaluating research; qualitative and quantitative research analysis; operationalization and measurement, sampling techniques, surveys, field research, secondary data analysis, experimental research, correlation; and data management, analysis, and interpretation. Three hours lecture per week. Prerequisite: Introduction to Psychology (PSYC 101), or Introduction to Sociology (SOCI 101), or Introduction to Science and Technology of Behavior (SSCI 245), or Principles of Macroeconomics (ECON 101), or Principles of Microeconomics (ECON 103) and Expository Writing (ENGL 101) or Oral and Written Expression (ENGL 102). Prerequisite(s)/Corequisite(s): Statistics (MATH 141) or permission on the instructor.

SSCI 291-295, 391-395, OR 491-495
SPECIAL TOPICS IN SOCIAL SCIENCE
Fall/Spring, 1–4 credit hours
An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in any social science discipline. The course is specified in the semester class schedule. The course will address topics which require a broader scope or an examination in greater depth. Providing a different topic is selected, the student may take this course twice for credit.

VAST 105
VETERINARY ASSISTING
Spring, 1 credit hour
This course provides students with an understanding of the roles of all members of the veterinary health care team and the knowledge and skills necessary to assist veterinarians and veterinary technicians in the practice of their professions. It instructs students in proper basic care and husbandry of animals as well as the monitoring of general animal health indicators. It emphasizes the proper handling and restraint of animals for examinations and medical procedures. Care of veterinary supplies, equipment and facilities will also be covered, with an emphasis on meticulous disinfection, sterilization and infection control measures. Three hours laboratory per week.

VSAD 301
VETERINARY PRACTICE MANAGEMENT
Spring, 3 credit hours
The purpose of this course is to provide students with current information in veterinary practice management. Students apply concepts, principles and skills they have learned in previous coursework to situations specific to veterinary practice management. Topics include: veterinary hospital human resource management, management of reception and front desk procedures, telecommunications and information technology management in veterinary practice, veterinary hospital revenue and financial control, management of veterinary medical records, veterinary inventory control, veterinary facilities management, and marketing a veterinary practice. Three hours lecture per week. Prerequisites: Enrollment in or completion of a degree in Veterinary Technology, Veterinary Science, Business Management, or Accounting; and at least 45 credits earned overall, or permission of instructor. It is strongly recommended that students take Foundations of Financial Accounting (ACCT 101) and Human Resource Management (BSAD 310) prior to taking this course.

VSAD 302
ANIMAL CARE INSTITUTION MANAGEMENT
Fall, 3 credit hours
This course is a continuation of Veterinary Hospital Management I (VSCT 301). It addresses additional topics relevant to practice management such as veterinary hospital design, veterinary equipment acquisition, training and maintenance; insurance and tax compliance for the veterinary facility; and finance and investment of practice profits and management acquisition, training and maintenance; insurance and tax compliance for the veterinary facility; and finance and investment of practice profits and management. Students apply concepts, principles and skills they have learned in previous coursework to situations specific to veterinary practice management. Topics include: veterinary hospital human resource management, management of reception and front desk procedures, telecommunications and information technology management in veterinary practice, veterinary hospital revenue and financial control, management of veterinary medical records, veterinary inventory control, veterinary facilities management, and marketing a veterinary practice. Three hours lecture per week. Prerequisites: Enrollment in or completion of a degree in Veterinary Technology, Veterinary Science, Business Management, or Accounting; and at least 45 credits earned overall, or permission of instructor. It is strongly recommended that students take Foundations of Financial Accounting (ACCT 101) and Human Resource Management (BSAD 310) prior to taking this course.
Veterinary Science, Business Management, or Accounting; and at least 45 credits earned overall, or permission of instructor. It is strongly recommended that students take Foundations of Financial Accounting (ACCT 101) and Human Resource Management (BSAD 310) prior to taking this course.

**VSAD 308 VETERINARY SERVICES MANAGEMENT INTERNSHIP ORIENTATION**  
**Spring, 1 credit hour**

This course prepares students for the Internship for Veterinary Services Management, helps each student secure an appropriate internship site, helps students plan appropriate tasks and activities to complete their internships, and establishes a contract between SUNY Canton, the internship site, and the student. One hour lecture per week. Prerequisite: Senior status in the Veterinary Service Administration program or permission of instructor.

**VSAD 402 VETERINARY BUSINESS & FINANCIAL MANAGEMENT**  
**Fall, 3 credit hour**

This course introduces skills necessary to become proficient in one of the critical competencies required for Certified Veterinary Practice Manager certification: Finance. Students will utilize Quickbooks accounting software on a virtual server to perform financial management tasks as they pertain to veterinary medicine and animal industries, and to generate and analyze financial reports. They will also discuss retirement accounts and investment accounts, and their implementation in a veterinary practice setting. And they will discuss outside entities (accountants, financial advisors) with whom they will work to establish financial accounts, report financial data, and make timely and accurate payment of financial obligations. 3 hours lecture/recitation per week. Prerequisite: Enrollment in or completion of a degree in Veterinary Technology, Veterinary Science Technology, Business, Management, or Accounting; and at least 45 credits earned overall, or permission of instructor. It is strongly recommended that students complete Foundations of Financial Accounting (ACCT 101) and Human Resource Management (BSAD 310) prior to taking this course.

**VSAD 408 INTERNSHIP FOR VETERINARY SERVICES MANAGEMENT**  
**Spring, 3-12 credit hours**

This course is intended to be a culminating experience for the student, building upon and reinforcing material of previous course work. Working in conjunction with a field supervisor, the student will perform delegated duties associated with those of a veterinary facility manager or administrator. The internship will be individualized according to the career interests of the student and the needs of the supervising organization. Internship assignments may include information gathering, analysis, planning, implementation, evaluation, and other responsibilities. The student must complete 40 hours of internship experience to receive one credit hour of course work (for a total of 12 credits/40 hours). Pre- or Corequisites: Senior-level status in the Veterinary Services Management program and all required math, accounting, business, health services management, and veterinary technology courses required for the program or permission of the Program Director or Dean.

**VSAD 100 HUMAN COMPANION ANIMAL BOND**  
**Fall, 1 credit hour**

This course introduces students to the Veterinary Technology profession and fundamental animal care nursing skills. Students learn how to properly restrain cats and dogs, administer parenteral injections, take a patient history, complete medical records, conduct a physical examination, and perform clinical procedures related to primary patient care. Students also learn to identify cat and dog breeds and surgical instruments. Competencies related to basic nursing care are conducted at the end of the course. Enrollment limited to students in the veterinary technology programs. One hour lecture, two hours laboratory per week. This course is a prerequisite to all other required VSCT courses. Pre- or Corequisites: Animal Anatomy & Physiology (VSCT 114) and Fundamental Veterinary Nursing Skills I. Two hours lecture, two hours laboratory per week. Pre- or Co-requisites: Animal Anatomy & Physiology (VSCT 114) and Fundamental Veterinary Nursing Skills I (VSCT 103); or permission of instructor.

**VSAD 101 FUNDAMENTAL VETERINARY NURSING SKILLS I**  
**Fall, 2 credit hour**

This course is designed to help veterinary technicians gain insight and understanding into normal animal behavior. Emphasis is placed on analyzing problem behavior, preventative counseling, taking a behavioral history and client education of common canine and feline behavioral problems. In addition, avian and equine behavioral issues will also be discussed. Two hours lecture per week. Prerequisites: Small Animal Medicine and Therapeutic Techniques (VSCT 203), Large Animal Medicine and Therapeutic Techniques (VSCT 204), or permission of instructor.

**VSAD 102 COMPANION ANIMAL BEHAVIOR**  
**Spring, 2 credit hours**

An introduction to the fundamental understanding of animal structure and function. Emphasis placed on the practical aspects of anatomy and physiology of different species. Discussion will include tissues, organs, and body systems which make up the living mammalian organism. Two hours lecture, two hours laboratory per week. Enrollment limited to students in the veterinary technology programs. Prerequisites: College Biology I (BIOL 150), Fundamental Veterinary Nursing Skills I (VSCT 101), or permission of instructor.

**VSAD 103 INTRODUCTION TO ANIMAL AGRICULTURE**  
**Fall/Spring, 2 credit hours**

This course introduces basic veterinary office practices that would be expected of a graduate veterinary technician. The course covers business and professional skills such as: record keeping, scheduling appointments, professionalism and client communication. This course also provides hands-on experience with current veterinary practice software. Two hours laboratory per week.

**VSAD 112 VETERINARY CLINICAL PATHOLOGY I**  
**Spring, 3 credit hours**

This course prepares students for the Internship for Veterinary Services Management, helps each student secure an appropriate internship site, helps students plan appropriate tasks and activities to complete their internships, and establishes a contract between SUNY Canton, the internship site, and the student. One hour lecture per week. Prerequisite: Senior status in the Veterinary Service Administration program or permission of instructor.
Course Descriptions: VETERINARY

continue with identification of dog breeds and surgical instrumentation. Students identify, handle, and discuss husbandry of birds, small animals, reptiles, and other common species. Instrumentation and restraint techniques for horses and livestock are also covered. Students perform nursing procedures including wound care and bandaging, diagnostic procedures for the eye, and subcutaneous and Intramuscular injection techniques, among others, and discuss the examination and care of pediatric and geriatric patients. Students perform surgical preparation and assisting techniques, CPR, and endotracheal intubation on models and prepare surgical instruments and supplies for use. Animal welfare and the pet overpopulation crisis are also covered and client education is further developed. Enrollment limited to students in the veterinary technology programs. One hour lecture, two hours laboratory per week. Prerequisite: Fundamental Veterinary Nursing Skills I (VSCT 101) or permission of instructor.

VSCT 201 VETERINARY TECHNOLOGY PRECEPTORSHIP I

This course is an introduction to veterinary principles as they relate to animal medical and surgical care. The student will be presented with information on basic pre-anesthetic agents, anesthetic agents, and anesthetic monitoring devices. The students will have hands-on experience with pre-anesthetic, anesthesia, and post-anesthetic evaluation/monitoring techniques and devices. Students will be presented with the potential human and animal hazards associated with anesthetic drugs, CPR and the recognition and treatment of emergency situations will be addressed. Pain control and analgesics commonly used in multi-modal pain treatment will be covered. In the laboratory, the student will medicate patients with many of the commonly used anesthetic and pre-anesthetic drugs, and compare/contrast their effects, and record the results in their laboratory notebooks. Enrollment limited to students in the veterinary technology programs. Two hours lecture, two hours laboratory per week. Prerequisites: Animal Anatomy & Physiology (VSCT 114) and Fundamental Veterinary Nursing Skills II (VSCT 115), or permission of instructor.

VSCT 202 VETERINARY CLINICAL PATHOLOGY II

This course is designed to introduce students to many of the common procedures performed by Licensed Veterinary Technicians in a small animal clinic situation. Students will be instructed on many of the common canine and feline diseases and will become familiar with the signs, therapeutic treatments, and methods of prevention. Small animal zoonotic diseases will be discussed to familiarize students with topics that veterinary practices are frequently called upon to answer. Students will perform venipuncture and intravenous catheter placements. Other procedures such as cystocentesis, stomach tube placement, blood transfusions, EKG use and splint application will be demonstrated. Enrollment limited to students in the veterinary technology programs. Two hours lecture, two hours laboratory per week. Prerequisites: Veterinary Clinical Pathology I (VSCT 112), Animal Anatomy and Physiology (VSCT 114), and Fundamental Veterinary Nursing Skills II (VSCT 115), or permission of instructor.

VSCT 203 SMALL ANIMAL MEDICINE AND THERAPEUTIC TECHNIQUES

Fall, 3 credit hours

This course is designed to introduce students to many of the common procedures performed by Licensed Veterinary Technicians in a small animal clinic situation. Students will be instructed on many of the common canine and feline diseases and will become familiar with the signs, therapeutic treatments, and methods of prevention. Small animal zoonotic diseases will be discussed to familiarize students with topics that veterinary practices are frequently called upon to answer. Students will perform venipuncture and intravenous catheter placements. Other procedures such as cystocentesis, stomach tube placement, blood transfusions, EKG use and splint application will be demonstrated. Enrollment limited to students in the veterinary technology programs. Two hours lecture, two hours laboratory per week. Prerequisites: Veterinary Clinical Pathology I (VSCT 112), Animal Anatomy and Physiology (VSCT 114), and Fundamental Veterinary Nursing Skills II (VSCT 115), or permission of instructor.

VSCT 204 LARGE ANIMAL MEDICINE AND THERAPEUTIC TECHNIQUES

Fall, 2 credit hours

A course designed to prepare the Veterinary Science student for a role in a large animal veterinary practice. Emphasis will be on restraint and handling, physical exam, and therapeutic methods of the food, fiber, and equine patient. Students will also have an understanding of specialized diagnostics, anesthetic principles, and surgeries associated with these animals. This course also includes discussion on regulatory medicine and its importance to agriculture and public health. Enrollment limited to students in the veterinary technology programs. One hour lecture, two hours laboratory per week. Prerequisites: Veterinary Clinical Pathology I (VSCT 112), Animal Anatomy and Physiology (VSCT 114), and Fundamental Veterinary Nursing Skills II (VSCT 115), or permission of instructor.

VSCT 205 RADIOGRAPHIC TECHNIQUES

Fall, 2 credit hours

This course is designed as an introduction to radiology and other types of imaging in a veterinary facility. Students will be required to position patients, evaluate exposure values, expose radiographic film, and process films manually, automatically, and digitally. Students will examine radiographs taken by their lab groups and critique them for their diagnostic quality. Students will be instructed on radiation hazards and how to avoid them. The use of ultrasound will be demonstrated and alternative technologies for imaging such as fluoroscopy, CT, MRI and nuclear scintigraphy will be discussed. Enrollment limited to students in the veterinary technology programs. One hour lecture, two hours laboratory per week. Prerequisites: Veterinary Clinical Pathology I (VSCT 112), Animal Anatomy and Physiology (VSCT 114), and Fundamental Veterinary Nursing Skills II (VSCT 115), or permission of instructor.

VSCT 206 ANESTHETIC PRINCIPLES

Fall, 3 credit hours

This course is an introduction to anesthetic principles as they relate to animal medical and surgical care. The student will be presented with information on basic pre-anesthetic agents, anesthetic agents, and anesthetic monitoring devices. The students will have hands-on experience with pre-anesthetic, anesthesia, and post-anesthetic evaluation/monitoring techniques and devices. Students will be presented with the potential human and animal hazards associated with anesthetic drugs, CPR and the recognition and treatment of emergency situations will be addressed. Pain control and analgesics commonly used in multi-modal pain treatment will be covered. In the laboratory, the student will medicate patients with many of the commonly used anesthetic and pre-anesthetic drugs, and compare/contrast their effects, and record the results in their laboratory notebooks. Enrollment limited to students in the veterinary technology programs. Two hours lecture, two hours laboratory per week. Prerequisites: Animal Anatomy & Physiology (VSCT 114) and Fundamental Veterinary Nursing Skills II (VSCT 115), or permission of instructor.

VSCT 207 HEALTH AND DISEASE OF FARM ANIMALS

Fall, 3 credit hours

This course is designed to acquaint students with the most common infectious and non-infectious diseases of cattle, horses, sheep, goats, and swine. The causative agent of these diseases will be identified and emphasis will be placed on the care of the animal and the prevention of the disease. Basic discussion of immunology and vaccination theory is also included as well as proper husbandry of these animals and how this relates to the well-being of the animals. Diseases of public health importance and zoonotic potential are also included. Three hours lecture per week. Prerequisite: College Biology I (BIOL 150) or permission of instructor.

VSCT 209 VETERINARY TECHNOLOGY PRECEPTORSHIP II

Fall, 1 credit hour

The preceptorship is designed to involve the students in the daily activities that are encountered in a veterinary practice, animal research facility or other allied animal health facility. The clinical site is selected by the student, however, they must be under the direct supervision of either a licensed veterinarian or a licensed veterinary technician. A minimum of 120 hours of participation is required. The preceptorship is performed during the summer. Prerequisites: Fundamental Veterinary Nursing Skills I (VSCT 101), Introduction to Animal Agriculture (VSCT 103), Veterinary Office Practices (VSCT 104), Veterinary Clinical Pathology I (VSCT 112), Animal Anatomy and Physiology (VSCT 114), and Fundamental Veterinary Nursing Skills II (VSCT 115).

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The preceptorship is performed during the winter term. Prerequisites: Veterinary Clinical Pathology II (VSCT 202), Small Animal Medicine and Therapeutic Techniques (VSCT 203), Large Animal Medicine and Therapeutic Techniques (VSCT 204), Radiographic Techniques (VSCT 206), and Health and Disease of Farm Animals (VSCT 207).

VSCT 210 VETERINARY MICROBIOLOGY
Spring, 3 credit hours
This course consists of the study of pathogenic organisms encountered in animals and the diseases that they cause. Basic concepts of cytology and the interpretation of cytological slides are also covered. The laboratory focuses on the management of a veterinary microbiology lab as well as the isolation and identification of veterinary pathogens. Two hours lecture, two hours laboratory per week. Enrollment limited to students in the veterinary technology programs. Prerequisites: Microbiology (BIOL 209), Veterinary Clinical Pathology I (VSCT 112), Veterinary Clinical Pathology II (VSCT 202), Small Animal Medicine and Therapeutic Techniques (VSCT 203), and Health and Disease of Farm Animals (VSCT 207) or permission of instructor.

VSCT 211 ANIMAL HOSPITAL PRACTICES AND PROCEDURES
Spring, 3 credit hours
This course is considered the capstone course for the Veterinary Science Technology curriculum. This class creates an environment similar to that of a working veterinary practice and allows students to practice and further enhance the skills necessary for a licensed veterinary technician. During each class meeting, students are required to write graded assignments. They will also complete longer reflective papers as part of the semester assignment. Students are also required to research a case study and prepare a written reference paper and deliver an oral presentation using presentation software. Students enrolling in this class are expected to perform required kennel duty. Enrollment is limited to Veterinary Technology students who have successfully completed all prior veterinary science courses that are required in the AAS program. Students must successfully complete this writing intensive class to meet graduation requirements. Two hours lecture, two hours laboratory per week. Prerequisites: Veterinary Technology Preceptorship I (VSCT 201), Clinical Pathology II (VSCT 202), Small Animal Medicine and Therapeutic Techniques (VSCT 203), Large Animal Medicine and Therapeutic Techniques (VSCT 204), Radiographic Techniques (VSCT 205), Anesthetic Principles (VSCT 206), and Health and Disease of Farm Animals (VSCT 207), and Veterinary Technology Preceptorship II (VSCT 209).

VSCT 212 RESEARCH ANIMAL TECHNIQUES
Spring, 1 credit hour
This course is a foundation course in developing skills necessary for employment in an animal research facility. Husbandry and clinical techniques specific to laboratory animals will be discussed. Emphasis will be on providing quality animal care, monitoring the health and well-being of laboratory animals, and understanding ethical issues surrounding animal research. Enrollment limited to students in the veterinary technology programs. Two hours laboratory per week. Prerequisite: Fundamental Veterinary Nursing Skills I (VSCT 101) or permission of instructor.

VSCT 213 PRACTICAL NUTRITION
Spring, 2 credit hours
This course will cover the feeding of small animals in health and disease during various stages of the life cycle. The major dietary nutrients will be discussed at length. Nutrient deficiencies and excesses will be discussed and human and animal case examples used. Dietary management of specific diseases that affect small animals (and to a lesser extent large animals) will be a primary focus. Homemade, raw and commercial diets will be discussed. Interpreting pet food labels and calculating the amount of food to feed an animal will be covered. Two hours lecture per week. Prerequisite: Animal Anatomy & Physiology (VSCT 114), Fundamental Veterinary Nursing Skills II (VSCT 115), or permission of instructor.

VSCT 214 VETERINARY PHARMACOLOGY
Spring, 2 credit hours
This course is designed for Veterinary Science Technology students as an introduction to Pharmacology. The various classes of drugs used in Veterinary medicine will be discussed in regard to use, side effects, contraindications, method of administration, etc. Drug math will be emphasized including CRI and other calculations related to drug use. Upon completion of this course, a student should have familiarity with many of the commonly used drugs in a veterinary hospital. One hour lecture, two hours laboratory per week. Prerequisites: Veterinary Clinical Pathology II (VSCT 202), Small Animal Medicine and Therapeutic Techniques (VSCT 203), and Anesthetic Principles (VSCT 206), or permission of instructor.

VSCT 303 ADVANCED VETERINARY NURSING
Spring, 3 credit hours
This course aids students who have already completed fundamental courses in veterinary technology in developing their knowledge and skills. Emphasis on specific concepts of patient assessment, critical care nursing, advanced fluid therapy, transfusion medicine, respiratory therapy, rehabilitation, advanced imaging, clinical nutrition, and emergency medicine will be covered. Three hours lecture per week. Prerequisites: Veterinary Clinical Pathology II (VSCT 202), Small Animal Medicine and Therapeutic Techniques (VSCT 203), Radiographic Techniques (VSCT 205), Anesthetic Principles (VSCT 206), and at least 45 credits earned, or permission of instructor.
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Geneseo, Batavia
Herkimer, Herkimer
Hudson Valley, Troy
Jefferson, Watertown
Mohawk Valley, Utica
Monroe, Rochester
Nassau, Garden City
Niagara, Sanborn
North Country, Saranac Lake
Onondaga, Syracuse
Orange County, Middletown
Rockland County, Suffern
Schenectady County, Schenectady
Suffolk County, Selden, Riverhead and Brentwood
Sullivan County Community College at Loch Sheldrake
Tompkins Cortland, Dryden
Ulster County, Stone Ridge
Westchester, Valhalla
The nation's largest and most comprehensive state university system, The State University of New York (SUNY), was founded at Potsdam, New York in 1816. Years later, the Morrill Act of 1862 led to the creation of four Ivy League land-grant SUNY colleges, which now currently exist at Cornell University. SUNY was officially established in February 1948 when New York became the 48th state, of the then 48 states, to create a state university system.

SUNY initially represented a consolidation of 29 unaffiliated institutions, including 11 teachers colleges. All of these colleges, with their unique histories and backgrounds, united for a common goal: To serve New York State. Since 1948 SUNY has grown to include 64 individual colleges and universities that were either formerly independent institutions or directly founded by the State University of New York.

Today, the State University of New York’s 64 geographically dispersed campuses bring educational opportunity within commuting distance of virtually all New Yorkers and comprise the nation’s largest comprehensive system of public higher education. The State University of New York’s 64 campuses are divided into four categories, based on educational mission, types of academic opportunities available and degrees offered. SUNY offers students a wide diversity of educational options including short-term vocational/technical courses, certificate, associate, and baccalaureate degree programs, graduate degrees and post-doctoral studies. SUNY provides access to almost every field of academic or professional study within the system via over 7,000 degree and certificate programs.

SUNY students represent the society that surrounds them. In May 2012, 24.4% of all enrolled students were minorities. While SUNY students are predominantly New York State residents, representing every one of the state’s 62 counties, they also hail from every other state in the United States, the District of Columbia, four U.S. territories, and 160 nations. Total enrollment is over 467,000. Nearly 40% of New York State high school graduates choose SUNY and 99.8% of New York residents live within 30 miles of a SUNY campus. SUNY alumni number over 2.7 million graduates who reside in New York State and throughout the world.

SUNY attracts the best and brightest scholars, scientists, artists and professionals and boasts nationally and internationally recognized faculty in all major disciplines. Faculty are regular recipients of prestigious awards and honors. SUNY colleges and universities range from world-renowned community colleges, such as the Fashion Institute of Technology, to first-rate graduate schools and the nation’s top veterinary school. The highly-regarded doctoral degree granting universities are home to top research programs and attract experts in a variety of fields. Students study in campus classrooms and laboratories or work from a distance through the SUNY Learning Network, which provides educational opportunities for an estimated 150,000 students through courses and degree and certificate programs.

The State University of New York is committed to providing quality education at an affordable price to New Yorkers and students from across the country and the world.

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Established in 1973, the Canton College Foundation, Inc., was founded for the purpose of soliciting and receiving gifts for scholarships, work grants, equipment, and all types of real or personal property to support the College’s mission by promoting progress, encouraging professional growth, and cultivating a sense of community dedicated to the highest quality education.

The Canton College Foundation, Inc., is a not-for-profit educational and charitable corporation organized and existing in the State of New York. Its Certificate of Incorporation has been filed in the Secretary of State’s Office and approved by the Commissioner of Education.

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LOCAL PROCEDURE

Any person who believes he/she has been aggrieved by the College may file a complaint with the Dean of Students within ninety (90) days of the alleged occurrence or event giving rise to the grievance. Complaints may be made in person, by telephone or in writing. You will be asked to discuss your problem with a responsible college representative, one who may best be able to resolve your concerns. **Students are also reminded of specific procedures for filing academic complaints or allegations of sexual harassment found in the Student Handbook.**

In response to a written complaint, the College shall investigate the allegations and respond to the grievant in a timely manner. The College may contact the grievant for further information or clarification of the complaint should the need arise. The complaint may be referred to a responsible campus official for resolution; any final determination of a formal complaint will be made by an individual not directly involved in the alleged problem.

No adverse action will be taken by the College against the student or other complainant.

The College will maintain a written record of the complaint and its resolution or disposition, including appropriate documentation, for a period of six years. Such file shall be retained in the Office of the Dean of Students.

If a grievant wishes, he/she may file a formal written complaint with the State Education Department in accordance with their guidelines (see below). An official complaint form and guidelines are available in the Office of the Dean of Students.

STATE EDUCATION DEPARTMENT PROCEDURES

Section 494C(j) of the Higher Education Act of 1965, as amended, provides that a student, faculty member or any other person who believes he/she has been aggrieved by an institution of higher education has the right to file a written complaint.

In New York State, a complaint may be filed by any person with reason to believe that an institution has acted contrary to its published standards or that conditions at the institution appear to jeopardize the quality of the institution's instructional programs or the general welfare of its students. Any person who believes he/she has been aggrieved by an institution may file a written complaint with the Department within five years of the alleged incident.

HOW TO FILE A COMPLAINT

For all types of complaints concerning colleges and universities in New York State, the first course of action must be to try to resolve the complaint directly with the administration of the college or university involved. The Office of College and University Evaluation will not review a complaint until all grievance procedures at the institution have been followed and all avenues of appeal exhausted and documentation provided that such procedures have been exhausted. Please note: Every New York State college and university is required to establish, publish, and enforce explicit policies related to redress of grievances.

Please do not send a complaint to the Office of College and University Evaluation until you have read all of the information below. This will assure that you are sending your complaint to the appropriate agency/office.

The Office of College and University Evaluation handles only those complaints that concern educational programs or practices of degree-granting institutions subject to the Regulations of the Commissioner of Education, with the exceptions noted below.

- The Office does not handle anonymous complaints.
- The Office of College and University Evaluation does not intervene in matters concerning an individual's grades or examination results, as these are the prerogative of the college's faculty.
- The Office does not handle complaints concerning actions that occurred more than five years ago.
- The Office does not intervene in matters that are or have been in litigation.
- Complaints concerning programs in fields leading to professional licensure (e.g., nursing) should be directed to:
  - Office of the Professions
  - Professional Educ. Program Review
  - Education Building, 2 West
  - Albany, NY 12234
- A complaint against a college in the State University system should be sent to:
  - State University of New York
  - Central Administration
  - State University Plaza
  - Albany, NY 12246
- A complaint involving discrimination against enrolled students on the part of an institution or faculty, or involving sexual harassment, should be filed with the U.S. Office for Civil Rights:
  - Office for Civil Rights - - New York State
  - U.S. Department of Education
  - 32 Old Slip, 26th Floor
  - New York, NY 10005-2500
  - Telephone: 646-428-3900
  - Fax: 646-428-3843
  - TDD: 877-521-2172
  - E-mail: OCR.NewYork@ed.gov
- A complaint of consumer fraud on the part of the institution should be directed to the Office of the New York State Attorney General, Justice Building, Empire State Plaza, Albany, NY 12223.
- A complaint about state student financial aid matters, contact the Higher Education Services Corporation (HESC) Customer Communications Center at 1-888-NYS-HESC.

Complainants should be aware that the Office of College and University Evaluation...
Consumer Complaint Procedure

tion does not conduct a judicial investigation and has no legal authority to require a college or university to comply with a complainant’s request.

If your complaint does not fall into one of the exceptions noted above, you may obtain a complaint form at the following link (www.highered.nysed.gov/ocue/complaintform.pdf) or by contacting the Office of College and University Evaluation, New York State Education Department, Education Building, 5 North Mezzanine, 89 Washington Avenue, Albany, New York 12234. Official complaint forms and guidelines are also available in the Office of the Dean of Students.

COMPLAINT RESOLUTION

Some complaints may fall within the jurisdiction of an agency or organization other than the State Education Department. These complaints will be referred to the entity with appropriate jurisdiction. When a complaint concerns a matter that falls solely within the jurisdiction of the institution of higher education, the complainant will be notified and the Department will refer the complainant to the institution in question and request that the matter receive a review and response.

Upon conclusion of the Department’s complaint review or upon a disposition of the complaint by referral to another agency or organization, or to the institution of higher education, the Department will issue a written notice to the complainant describing the resolution of the complaint. The complainant may contact the Department evaluator directly for follow-up information or for additional assistance.
A.A. DEGREE
Associate in Arts degree. A transfer degree requiring at least 45 hours of liberal arts courses. Students in the Liberal Arts and Sciences: General Studies program have an option of enrolling in the A.A. or the A.S. degree program.

A.A.S. DEGREE
Associate in Applied Science degree. A career degree preparing students for employment upon completion of the SUNY Canton program or enrollment in an applied baccalaureate degree. Requirements include at least 20 hours of liberal arts courses while the remaining courses provide the training needed for the student’s chosen career field. Many four-year colleges accept graduates with A.A.S. degrees.

ACADEMIC PROBATION
A designation by the Dean of the appropriate School for a student with less than satisfactory academic progress. Students on academic probation must follow a plan designed to improve their performance.

APPLIED ELECTIVE
A college course outside of the liberal arts and sciences disciplines.

ARTICULATION AGREEMENTS
Formal agreements between SUNY Canton and bachelor degree-granting colleges, community colleges, or high schools describing conditions for transfer such as GPA and program or course requirements.

A.S. DEGREE
Associate in Science degree. A transfer degree requiring at least 30 credit hours of liberal arts courses. The remainder of the courses selected are based on the student’s intended transfer major.

ASSOCIATE DEGREES
Degrees which require a minimum of 60 credit hours (excluding physical education) and may be completed in two years of full-time study.

BACCALAUREATE DEGREES
Degrees which are completed in approximately four years of full-time study, generally including 120 to 128 credit hours. They require two years of study at a transfer college after graduating from SUNY Canton or enrollment in one of SUNY Canton’s baccalaureate degree programs, designed for graduates of an A.A.S. program or freshmen interested in an applied baccalaureate degree.

CERTIFICATE PROGRAMS
Students completing an organized program of courses, approved by SUNY and registered by the State Education Department, are awarded certificate diplomas. These programs develop skills in a particular discipline or occupational specialty. Certificate programs have minimum credit hour and GPA requirements specific to each program. Certificate programs may require some course work in mathematics, humanities, and science.

Local Certificates: SUNY Canton may recognize students who successfully complete a specified sequence or cluster of approved, credit courses by awarding a local certificate of completion. Such awards of themselves are not registered, aid-eligible programs and are not transcripted. Local certificates shall be subject to review and approval by the established faculty governance process for curricular matters.

COURSE OUTLINE
Detailed description and content of a course. Copies are housed in the School Deans’ Offices.

CREDIT HOUR
A semester credit hour is granted for satisfactory completion of one 50-minute session of classroom instruction per week for a semester of fifteen weeks. Semester credit hours are granted for various types of instruction as follows:

1. Lecture/Recitation—A semester credit hour is an academic unit earned for fifteen 50-minute sessions of classroom Instruction.
2. Lab/Practicum—Forty-five 50-minute sessions of such activity would also normally earn one semester credit hour.

Where such activity involves substantial outside preparation by the student, the equivalent of fifteen periods of 100 minutes duration each will earn one semester credit hour.

3. Independent Study - One credit for independent study will be awarded for the equivalent of forty-five 50-minute sessions of student academic activity.

CURRICULUM
( also Program or Major)
All courses offered. Also refers to an academic program and the full scope of courses needed to complete it.

DIRECTED STUDY
Constitutes an alternate delivery of a course to be used in the student’s program of study when a particular course is not offered in the semester he/she wishes to take it. The material covered in a directed study course is essentially the same as that covered in the traditional course.

EQUIVALENT CREDIT HOURS
When the content of a course is developmental and not considered college level, equivalent credit hours are earned and are not counted toward degree requirement. They may count toward certificate requirements.

FRESHMAN
A student who has earned 0 - 29 credit hours, all of which must be a part of a degree program offered by the College.

FULL-TIME STUDENT
Anyone enrolled for twelve or more credit hours or equivalent credit in a semester. A typical course load would be 15 credit hours per semester or approximately five courses.

GENERAL EDUCATION REQUIREMENTS
The ten Knowledge and Skills Areas (GER 1-10) and the two Competencies designated by SUNY as required for graduation with a baccalaureate degree. Knowledge and Skill Areas: Mathematics; Natural Sciences; Social Sciences; American History; Western Civilization; Other World Civilizations;
Humanities; The Arts; Foreign Language; Basic Communication. Competencies: Critical Thinking and Information Management.

**GENERAL ELECTIVE**

Any college course may serve as a general elective if it meets the minimum requirements of a curriculum. Exceptions may include physical education courses, equivalent credit courses, or courses designated for a particular program only.

**GOOD STANDING**

Students who meet the minimum requirements of the Student Academic Re-registration Policy are considered to be students in good standing.

**GPA (Grade Point Average)**

For each credit hour, points are assigned based on the grade received. This average is calculated by dividing the total grade points earned by the number of credit hours taken.

**HUMANITIES**

Art; music; foreign languages; philosophy; most 200-level English, media communication, speech, or theater courses; and courses with the prefix HUMA.

**INDEPENDENT STUDY**

A planned educational process which is available to the student who wishes to broaden his/her educational experience beyond normal course structure and classroom and/or laboratory activity. Independent Study is intended to be an offshoot of an existing course. It provides the student with an opportunity to pursue/research a subject in more depth and in a more independent manner than would be possible in a traditional course. Independent study does not apply to past life/work experiences for satisfactory completion of proficiency or challenge examinations.

**JUNIOR**

A student who has earned 60 - 89 credit hours, all of which must be a part of a degree program offered by the College.

**LABORATORY SCIENCE**

Any science course which has a laboratory experience along with lectures. Examples include biology, chemistry, environmental science, and physics.

**LIBERAL ARTS ELECTIVE**

Any course from the areas of humanities, sciences, mathematics, and social sciences.

**LOAD**

The total number of credit and equivalent credit courses for which a student has registered. Example: a registration of 9 credit hours and 4 equivalent credit hours equals a load of 13 hours.

**MATRICULATION**

This is a process that involves application to the College, admission to a specific academic program and enrollment in courses. An advantage of matriculation is that you officially come under the set of regulations described in the catalog in effect at the date of your matriculation. You must be matriculated to receive financial aid.

**OCCUPATIONAL**

A.A.S. degrees are generally considered occupational degrees. Students in these programs are preparing for a career or job upon graduation from SUNY Canton or to continue in a bachelor’s degree program.

**PART-TIME STUDENT**

Anyone who is enrolled in fewer than twelve credit hours in a semester.

**PEDAGOGY**

The science or art of teaching or education.

**PREREQUISITE**

A requirement that must be met before a student may take a course. Each course description indicates whether there is a prerequisite.

**PROGRAM ELECTIVE**

A course from a program-related discipline designated by that program. Each degree program specifies the disciplines applicable to that program.

**RECITATION**

In addition to lectures and laboratories, some courses require a recitation, which is an individual or small group meeting with an instructor.

**SENIOR**

A student who has earned 90+ credit hours, all of which must be part of a degree program offered by the College.

**SOPHOMORE**

A student who has earned 30–59 credit hours, all of which must be a part of a degree program offered by the College.

**SOCIAL SCIENCES**

Anthropology, economics, geography, government, history, psychology, sociology, or political science.

**SUSPENSION**

Students who do not meet minimum academic requirements for returning and are dismissed from the College for at least one semester.

**SUNY**

All of the units of the State University of New York, including Canton.

**SYLLABUS**

A statement of the requirements for a course and the course material to be covered. Each professor should distribute a syllabus in the first week of class.

**TRANSCRIPT**

An official copy of the permanent record of every course taken and the resulting grades. This permanent record is maintained in the Registrar’s Office.

**TRANSFER PROGRAM**

Programs which are generally designed for students who want to continue their studies toward a baccalaureate degree. Programs which lead to the A.A. (Associate in Arts) and the A.S. (Associate in Science) degrees transfer easily into B.A. (Bachelor of Arts), B.S. (Bachelor of Science), or B.Tech. (Bachelor of Technology) degrees.

**WITHDRAWAL FROM THE COLLEGE**

Official notification to the College that a student will not complete the semester. A form obtained at the Registrar’s Office must be completed. Grades of “W” are recorded for all courses in progress at the time of the withdrawal.
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