CAYUGA

Course Catalog 2025-2026 Printer-Friendly Version

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School of Business

Cayuga's **School of Business** is dedicated to providing quality instruction, personal attention, and relevant learning experiences for all students who wish to gain the confidence and skills they need to start their business career or earn a foundation in business theory and practice for further study.

Cayuga's hands-on approach, small class sizes, individualized instruction, experienced faculty, and commitment to student success make Cayuga unique.

Division Chairs

Professor Eric Zizza
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Professor Elizabeth W. McCormick
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School of Health Sciences

Cayuga offers the perfect start for students passionate about the field of medicine. Whether you have a specific goal in mind or would like to learn more before committing to a particular career path, Cayuga gives you everything you'll need to make an informed decision about your future.

Each of the seven concentrations is tailor-made for seamless transfer to prominent medical programs, such as those at SUNY Upstate Medical University and Northeast College of Health Sciences.

These institutions will accept all 64 credits from Cayuga's Health Sciences program, putting you on the fast track to the health career you've always dreamed of.

At Cayuga Community College, our Nursing program is designed to prepare you for a successful entry into the profession. With a comprehensive curriculum and hands-on training, you'll be equipped with the skills and knowledge necessary for a rewarding career in Nursing.

Division Chairs

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School of Media and the Arts

Cayuga provides exceptional opportunities for students ready to explore, create, perform, and communicate. Our **School of Media and the Arts** offers degree opportunities, including AAS, AS, and certificates.

As soon as you choose a degree program, you'll begin to concentrate your studies in a specific area and shape your education to increase the depth and breadth of your study.

Division Chairs

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School of Science, Technology, Engineering & Math

Cayuga's **School of Science, Technology, Engineering & Math (STEM)** school provides an experiential approach to learning that promotes creative problem-solving and is based on learning through inquiry. With small classes and hands-on labs, students and faculty explore how things work and study innovative ways to make them work better.

There are opportunities to explore our natural world and the physical sciences, to learn about the evolving technology that drives business and industry, and to appreciate the mathematics that describes it all.

Cayuga can be your start to a rewarding career where you can use critical thinking STEM skills in a wide range of fields.

Division Chairs

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School of Social Sciences and Education

Degree opportunities in our **School of Social Sciences and Education** include the Associate in Arts, Associate in Science, and Associate in Applied Science degrees and one-year certificate programs. As soon as you choose a degree program, you'll begin to concentrate your studies in a specific area and shape your education to increase depth and breadth of study.

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The **Board of Regents of the University of the State of New York** has authorized Cayuga Community College to grant the Associate in Arts (A.A.), Associate in Science (A.S.), and Associate in Applied Science (A.A.S.) degrees.

Cayuga's degree programs are registered with the New York State Department of Education (the number in parentheses following the program title represents the New York State Education Department HEGIS code). You may need to attend evening or online classes to complete a degree program as outlined in this catalog.

Each degree program listed in this catalog complies with state-mandated General Education requirements. These requirements apply to all students who matriculated in these programs as of fall 2001 or later. Students who entered before fall 2001 should contact their division chair to ascertain how these changes will affect their chosen program of study.

If you wish to transfer after completing your degree at Cayuga, be advised that certain upper-division college programs may require basic preparation in the liberal arts and sciences, mathematics, science, and business. According to the Board of Regents for the State of New York, at least three-quarters of the credits for an AA degree, one-half of the credits for an AS degree, and one-third of the credits for an AAS degree must be in liberal arts and sciences.

Career information is available in publications such as the Occupational Outlook Handbook and other sources in the Centers for Student Engagement and Academic Advisement and the College Library. For assistance with planning, you should also contact the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement.

Associate in Arts (A.A.)

The Associate in Arts (A.A.) degree may be appropriate if you plan to transfer to a four-year college or university to pursue a Bachelor of Arts (B.A.) or Bachelor of Science (B.S.) degree and you desire basic liberal arts and science courses rather than specific career preparation. You should select elective courses in the A.A. program according to the requirements of your intended transfer institution and major field of study. You may want to apply for Honors study if you show strong academic ability.

Cayuga offers A.A. degree programs in:

- Liberal Arts and Sciences: Humanities and Social Sciences (5649)
- Liberal Arts and Sciences: Adolescence Education (5649)
- Liberal Arts and Sciences: Childhood Education (5649)

Associate in Science (A.S.)

The Associate in Science (A.S.) degree may be appropriate if you plan to transfer to a four-year college or university to pursue a Bachelor of Arts (B.A.) or a Bachelor of Science (B.S.) degree and desire a focus on science, mathematics, engineering science, computer science, or business administration. You should select elective courses in the AS program according to the requirements of your intended transfer institution and major field of study. You may want to apply for Honors study if you show strong academic ability.

Cayuga offers A.S. degree programs in:

- Business Administration (5004)
- Computer Science (5101)
- Creative and Professional Writing (5615)
- Studio Art and Design (5505)
- Criminal Justice (5399)
- Environmental Studies (5399)
- Geographic Information Systems (5299)
- Health Sciences (5501)
- Human Services (5101)
- Information Technology (5617)
- Liberal Arts and Sciences: Mathematics (5649)
- Liberal Arts and Sciences: Mathematics and Science (5008)
- Media Arts: Media Communications (5610)
- Music (5610)

Associate in Applied Science (A.A.S.)

The Associate in Applied Science (A.A.S.) degree may be appropriate if you are looking to prepare for immediate entry into a particular career field.

Cayuga offers A.A.S. degree programs in:

- Business Administration (5004)

- Computer Hardware/Software Design (5104)

- Computer Information Systems (5101)

- Computer Information Systems/Internet Technology Option (5101)

- Culinary Arts (5404)

- Early Childhood (5503)

- Electrical Technology: Electronics (5310)

- Event and Tourism Management (5011)

- Mechanical Technology (5303)

- Mechanical Technology with Plastics Technology Option (5303)

- Media Arts: Audio Production (5310)

- Media Arts: Audio Production with Music Production Option (5310)

- Media Arts: Media Production (5008)

- Media Arts: Telecommunications Technology (5310)

- Nursing (5208.10)

Qualifications For a Degree

To qualify for a degree from Cayuga, you must:

- Matriculate and complete the degree requirements (including General Education) with a minimum grade point average (GPA) of 2.0. You are matriculated if you have been formally accepted as a candidate for a degree program.

- Earn at least 50% of the credit hours at Cayuga. Exceptions to this policy may be made in keeping with intercollegiate articulations or other inter-organizational agreements.

- Be recommended by the faculty for the degree.

- Apply for Graduation in MyCayuga at least one semester before graduation to allow sufficient time to determine graduation eligibility. Failure to apply will not preclude the college from awarding a degree to students who have completed all requirements.

- Satisfy all financial obligations at the time of graduation.

A prior felony conviction may hinder a student's ability to enroll in a course or complete the requirements of certain academic programs and/or meet the criteria for licensure required by certain professions.

Business Administration AAS

This program is designed for students who wish to obtain a business degree and intend to enter the business community upon completing degree requirements.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Demonstrate a foundational understanding of basic business concepts, including accounting, marketing, management, and economics.

- Utilize quantitative analysis to interpret data-driven processes in business

- Apply critical thinking skills to analyze business problems and develop solutions

- Utilize technology essential to business operations

- Possess skills to effectively communicate and collaborate within the workplace

- Display an understanding of the ethical, social, and legal considerations involved in business practices

- Demonstrate job readiness and possess an understanding of career options

Career Possibilities

Career possibilities are plentiful, including the ability to perform administrative and management tasks, accounts payable and accounts receivable, scheduling and planning, marketing, advertising and sales, insurance claims processing, retail management, property management, and business ownership.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Students who plan to transfer into upper-level programs at other institutions should pursue the AS Business Administration degree.

The curriculum listed on this page represents the minimum coursework required for the AAS Business Administration degree. Any exception must be with the written consent of the chair of the Division of Behavioral/Social Sciences, Business, Criminal Justice, Teacher Education, and Physical Education/Health.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
BUS 101	Principles of Accounting I	4
BUS 103	Principles of Business	3
BUS 225	Microcomputer Application Software	3
	Gen Ed Mathematics and Quantitative Reasoning *	3
	Health or Physical Education	1
		17
SECOND SEMESTER		
ENGL 102	Freshman English II	3
BUS 102	Principles of Accounting II	4
BUS 205	Business Law I	3
BUS 150	Business Communications	3
	Gen Ed Natural Science and Scientific Reasoning	3
	Health or Physical Education	1
		17
THIRD SEMESTER		
BUS 200	Principles of Management	3
BUS 204	Marketing	3
ECON 201	Introduction to Economics I	3
	Gen Ed Social Science or US History and Civic Engagement	3
	Business **	3
		15
FOURTH SEMESTER		
ENGL 221 OR ENGL 222	Effective Speech: Public Address OR Effective Speech: Group Discussion	3
ECON 202	Introduction to Economics II	3
	Behavioral/Social Sciences	3
	Business **	3
	Elective	3

	15
TOTAL CREDIT HOURS	**64**

Degree requirements for the Business Administration A.A.S. program

Business Administration Concentrations

Concentrations offer focused Entrepreneurship, Sports Management, and Wine Studies electives for enhanced career and transfer opportunities. Concentrations are not majors or required to earn a Business Administration degree. Consult with an academic advisor before scheduling courses for a concentration.

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Entrepreneurship

This concentration will help students develop entrepreneurial skills and build confidence in starting their businesses or developing innovative ideas. The three classes listed below constitute an Entrepreneurship Concentration within a Business Administration AAS degree.

COURSES		CREDIT HOURS
ENTR 200	The Entrepreneurial Process	3
ENTR 202	Innovation and Creativity	3
ENTR 204	Social Entrepreneurship and Non-Profit Management	3

Requirements for Entrepreneurship Concentration within a Business Administration AAS degree

Sports Management

This concentration allows students to build business management and marketing skills in Sports Management. By using these courses as business electives and free electives, students can earn a Business Administration AAS degree and seek employment or transfer to a bachelor's program in Sports Management.

COURSES		CREDIT HOURS
BUS170/ P.E. 170	Sports Management	3
BUS 271/P.E. 270	Sports Promotions	3
P.E. 290	Internship in Sports Management	3

Wine Studies

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Students can complete 3 classes (9 credits) listed below to receive a Wine Studies Concentration within a Business Administration AAS degree. This concentration can be completed entirely online. Students must be age 21 or older to complete the tasting component of the Introduction to Wine class. Students under the age of 21 can still register for the classes and concentration, but they will not be permitted to taste wine and will be given alternate assignments.

All students must take the following two classes:

COURSES		CREDIT HOURS
BUS 110	Introduction to Wine	3
BUS 250	Wine Marketing and Sales	3
Students select one class out of the three classes listed below		
BUS 249	Introduction to Tourism	3
BUS 275	Business Internship	3
BIOL 180	Introduction to Viticulture and Enology	3

Business Administration AS

This program is designed for students interested in transferring to a baccalaureate program in accounting, business administration, secondary business education, marketing, or related fields.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Apply knowledge of the activities of business and government and of the environments in which they operate

- Utilize basic principles of accounting

- Apply basic knowledge of Macro and Micro Economics Theory

- Demonstrate an understanding of applied and theoretical mathematics and their applications in a business environment

- Display an understanding of one or more other specific business subjects

- Effectively compose written and oral business communications

- Possess an awareness of career options

- Continue your education at a 4-year institution

Career Possibilities

Upon completion of a baccalaureate or higher degree, students are typically prepared to enter the fields of accounting, business administration, secondary business education, and marketing.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

General Education requirements must be met before the AS degree will be granted.

The curriculum listed represents the minimum course requirements for the AS degree in Business Administration. The chair of the Division of Behavioral/Social Sciences, Business, Criminal Justice, Teacher Education, and Physical Education/Health must approve any exceptions in writing.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
BUS 101	Principles of Accounting I	4
BUS 103	Principles of Business	3
	Math *	3
	Science	4
		17
SECOND SEMESTER		
ENGL 102	Freshman English II	3
BUS 102	Principles of Accounting II	4
BUS 225	Microcomputer Application Software	3
	Math *	3
	Physical Education	1
	Health	1
		15
THIRD SEMESTER		
ENGL 221 *OR* ENGL 270	Effective Speech: Public Address *OR* Technical Writing	3
BUS 200	Principles of Management	3
BUS 205	Business Law I	3
ECON 201	Introduction to Economics I	3
	World History and Global Awareness *OR* the Arts General Education **	3
	Physical Education	1
		16
FOURTH SEMESTER		
BUS 204	Marketing	3
ECON 202	Introduction to Economics II	3
MATH 214	Statistics	3
HIST 103 *OR* HIST 104	Pre-History and Early American History *OR* 19th Century American History	3

OR HIST 105 *OR* PSCI 102	*OR* America in the 20th and 21st Centuries *OR* American Government	
	Elective	3
		15
TOTAL CREDIT HOURS		**63**

Degree requirements for the Business Administration A.S. program

* Completion of this degree requires mathematics competency of at least MATH 106. Completion of MATH 108 is recommended.

** Choose a course from the General Education Requirements for World History and Global Awareness or The Arts.

Computer Hardware/Software Design AAS

This program provides a foundation in the design of computer hardware and software. It combines the electronics of hardware design with the problem-solving and logic skills of software design. It offers exciting and rewarding opportunities in the rapidly developing computer hardware/software industry.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Develop modular programs with proper documentation and error-trapping

- Utilize methods involved in analyzing and designing information systems

- Effectively utilize the major tools of Microsoft Office Professional, including spreadsheets, databases, word processing, and presentation programs

- Understand electrical terminology and component recognition

- Interpret manufacturers' technical data sheets on components

- Interpret electrical schematics

- Build, test, and troubleshoot Analog and Digital electrical circuits on breadboards

- Effectively communicate technical information to appropriate audiences

Career Possibilities

Entry-level positions for technicians in various fields of computers, including programming, computer operations, communications, computer science, and automation.

Transfer Information

Students planning to transfer should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for more information. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

This curriculum provides the knowledge and skills in hardware and software needed to enter a professional career in computer design.

The curriculum listed on this page represents the minimum coursework required for the AAS degree in Computer Hardware/Software Design. The chair of the Division of Natural and Health Sciences, Mathematics, and Technology must approve any exception in writing.

A background in algebra and trigonometry is recommended.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
CS 120	Foundations of Computer Science	3
ELEC 101	Electrical Circuits	4
ELEC 105	Introduction to Digital Computers	4
MATH 104	College Algebra (or higher) *	3
		17
SECOND SEMESTER		
ENGL 102	Freshman English II	3
ELEC 102	Basic Electronics	4
ELEC 107	Fundamentals of Microcomputers	4
CS 200	Programming in Visual Basic	3
MATH 106	Pre-Calculus	3
		17
THIRD SEMESTER		
BUS 225	Microcomputer Application Software	3
CS 080	Microcomputer Maintenance	1
CS 222	Programming in C/C++	3
	General Education DEISJ	3
	General Education Natural Sciences and Scientific Reasoning	3
	Health or Physical Education	1
		14
FOURTH SEMESTER		
BUS 226	Advanced Microcomputer Application Software	3
CS 225	Introduction to Networks	3
CS 238	Java	3
	General Education Social Science	3
	Technical Elective **	3
		15
TOTAL CREDIT HOURS		**63**

* MATH 112, 115, 116 or 121 will not fulfill Math requirement.

** Must be one of the following: CS 219 Database Management Systems, CS 228 Introduction to Unix/Linux, CS 235 Web Page Design, CS 236 Advanced Visual Basic, CS 237 Internet Security, ELEC 209 Programmable Logic Controllers

Computer Information Systems AAS

This program is intended to provide a foundation in the concepts and principles of computer information systems. It includes methods of analyzing and designing business information systems for computer use.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Develop modular programs with proper documentation and error-trapping

- Utilize methods involved in analyzing and designing information systems

- Display an understanding of the components of a Database Management System

- Understand the techniques and procedures to design and maintain a local area network

- Effectively compose both written and oral communications

- Effectively utilize the major tools of Microsoft Office Professional, including spreadsheets, databases, word processing, and presentation programs

- Understand and utilize operating systems of microcomputers

- Apply a basic knowledge of the Principles of Accounting

- Continue your education at a 4-year institution

Career Possibilities

Entry-level positions in programming, computer operations, systems analysis, and database administration.

Transfer Information

Students should contact their advisor and the transfer counselor in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

The curriculum listed on this page represents the minimum coursework required for the AAS degree in Computer Information Systems. The chair of the Division of Natural and Health Sciences, Mathematics, and Technology must approve any exception in writing.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
BUS 101	Principles of Accounting	4
BUS 225	Microcomputer Application Software	3
CS 120	Foundations of Computer Science	3
MATH 104	College Algebra (or higher) *	3
		16
SECOND SEMESTER		
CS 200	Programming in Visual Basic	3
CS 225	Introduction to Networks	3
BUS 226	Advanced Microcomputer Application Software	3
	General Education Social Sciences	3
ENGL 102	Freshman English II	3
	Health or Physical Education	1
		16
THIRD SEMESTER		
ENGL 221	Effective Speech: Public Address	3
BUS 103	Principles of Business	3
CS 080	Microcomputer Maintenance	1
CS 215	Systems Analysis and Design	3
CS 222	Programming in C/C++	3
	General Education Natural Sciences and Scientific Reasoning	3
		16
FOURTH SEMESTER		
CS 219	Database Management Systems	3
CS 237	Internet Security	3
CS 238	Java	3
BUS 260	Introduction to Project Management	3
	General Education DEISJ	3
	Health or Physical Education	1

	16
TOTAL CREDIT HOURS	64

* MATH 112, 115, 116, or 121 will not fulfill the Math requirement.

Computer Information Systems AAS with Internet Technology Option

This option offers a variation of the Computer Information Systems degree program, enabling students to specialize in designing applications specifically for the Internet. The emphasis is on applied learning through laboratory practice, using the latest hardware and software.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Develop modular programs with proper documentation and error-trapping

- Utilize methods involved in analyzing and designing information systems

- Display an understanding of the components of a Database Management System

- Understand the techniques and procedures to design and maintain a local area network

- Effectively compose both written and oral communications

- Effectively utilize the major tools of Microsoft Office Professional, including spreadsheets, databases, word processing, and presentation programs

- Understand and utilize operating systems of microcomputers

- Design and develop functional and accessible websites

Career Possibilities

Entry-level positions as web designer/developer, webmaster, software engineer, network administrator, and network support specialist.

Transfer Information

Students planning to transfer should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for more information. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

The Internet Technology option provides training for developing Internet-related programming applications and information systems. It features in-depth training in using and designing Internet application software. The emphasis is on applied learning through laboratory practice using the latest hardware and software.

Graduates of this degree program option will have acquired skills in Internet programming, problem-solving, communications, web-based application software, computer systems, and networks.

The curriculum listed on this page represents the minimum coursework required for the AAS degree in Computer Information Systems: Internet Technology Option. The Division of Natural and Health Sciences, Mathematics, and Technology Chair must approve any exception.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
CS 080	Microcomputer Maintenance	1
CS 120	Foundations of Computer Science	3
BUS 225	Microcomputer Application Software	3
BUS 103	Principles of Business	3
MATH 104	College Algebra (or higher) *	3
		16
SECOND SEMESTER		
ENGL 102	Freshman English II	3
CS 200	Programming in Visual Basic	3
BUS 226 *OR* BUS 260	Advanced Microcomputer Application Software *OR* Project Management	3
	General Education Social Sciences	3
	General Education Natural Sciences and Scientific Reasoning	3
	Health or Physical Education	1
		16
THIRD SEMESTER		
CS 082	Help Desk	1
CS 215	Systems Analysis and Design	3
ENGL 221	Effective Speech: Public Address	3
CS 228	Introduction Unix/Linux	3
	Behavioral/Social Science	3
	Health or Physical Education	1
		14
FOURTH SEMESTER		
CS 219	Database Management Systems	3
CS 225	Introduction to Networks	3
CS 235	Web Page Design	3
CS 237	Internet Security	3

CS 238	Java	3
	General Education DEISJ	3
		18
TOTAL CREDIT HOURS		**64**

* Depending on the student's math placement, MATH 112, 115, 116, or 121 will not fulfill the Math requirement.

Computer Science AS

A mathematics and computer programming-based program designed to prepare students for transfer to a bachelor of science degree program.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Develop programs that are modular in design to ensure ease of maintenance and future development

- Create and manage sequential files, random files, and databases

- Develop programs with proper documentation and error-trapping procedures

- Effectively compose both written and oral communications, including the use of technology presentations

- Apply an understanding of theoretical and applied mathematics and their applications in Computer Science

- Possess an awareness of various career options

- Continue your education at a 4-year institution

Career Possibilities

Transfer to a four-year school for training as a software programmer, applications programmer, or systems analyst.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Academic Preparation

Three years of high school mathematics is required; four years of mathematics is recommended.

Degree Requirements

The curriculum listed on this page leads to an AS degree in Computer Science. Students may be required to complete certain degree requirements in the evening. Any exception must have the written consent of the Division of Natural and Health Sciences, Mathematics, and Technology Chair.

must be met before the AS degree will be granted.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
CS 120	Foundations of Computer Science	3
BUS 225	Microcomputer Application Software	3
MATH 108	Calculus I	4
	Behavioral/Social Sciences *	3
		16
SECOND SEMESTER		
ENGL 102	Freshman English II	3
CS 238	Java	3
MATH 201	Calculus II	4
	Behavioral/Social Sciences *	3
	Humanities **	3
		16
THIRD SEMESTER		
CS 239	Java II	3
CS 222	Programming in C/C++	3
CS 215	Systems Analysis and Design	3
MATH 212	Discrete Math	3
	Science †	4
		16
FOURTH SEMESTER		
ENGL 201-206 *OR* ENGL 221 *OR* ENGL 222	Literature Course *OR* Effective Speech: Public Address *OR* Effective Speech: Group Discussion	3
MATH 203 *OR* MATH 210	Linear Algebra *OR* Data Structures	3
	General Education DEISJ	3
HIST 103 *OR* HIST 104	Pre-History and Early American History *OR* 19th Century American History	3

OR HIST 105	*OR* America in the 20th and 21st Centuries	
	Science †	4
		16
TOTAL CREDIT HOURS		**64**

* Choose one: PSY 101, SOC 101, ECON 201 or 202, ANTH 101, GIS 111 or GIS 205

** ART 139, 103, 104, 106, 112, 113, 131, 160, 215, 221, 231, 250, 251, 255, 260; MUSI 104, 112, 154, 158; THA 101, 113, 152; PHIL 203

† Must be a sequence of one of the following: BIOL 103-104 or BIOL 225-226, CHEM 103-104, PHYS 103-104 or PHYS 200-201, GEOL 110-111

Creative and Professional Writing AS

In this program, students learn to write as a professional practice and prepare for a four-year degree, develop their abilities for employment, and pursue public service.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Approach texts as a process

  - Discover topics and issues and explore them with a specific purpose utilizing an appropriate form

  - Understand the function of the writing process in terms of creating and completing a successful text

- Recognize audiences and adapt to various genres and rhetorical situations

  - Acknowledge that different projects require different strategies, forms, and genres

  - View writing as a relationship between reader and writer

  - Recognize common forms and contexts for different genres

- Balance aesthetics and efficiency

  - Adopt or blend different forms and genres (e.g., reports, narrative)

  - Use a variety of technologies to address varying audiences and purposes

  - Respond to a variety of writing situations with the appropriate diction, voice, and tone

- Demonstrate liberal arts knowledge and skills through community engagement and citizenry

  - Apply social, scientific, and humane forms of knowledge and skills

  - Document involvement in the community beyond the classroom

  - Develop abilities using liberal arts learning

Career Possibilities

The AS is a transfer degree that builds skills toward careers within an emergent workforce. Creative and professional writers work in technical, health science, media, and academic situations, as well as copywriting and publishing. Professional writing comprises communication forms produced in or for workplace environments. Meet with a SOMA advisor to plan course selections and related workforce opportunities.

Transfer Information

Cayuga has local articulation agreements in Creative and Professional Writing with the State University of New York at Oswego and SUNY Empire State College and an agreement with Le Moyne College. For these and other transfer

institutions, students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

General Education requirements must be met before the AS degree will be granted.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 120	Being Writers	1
ENGL 101	Freshman English I	3
MATH 102	Intermediate Algebra or higher	3
	Behavioral/Social Sciences *	3
	US History & Civic Engagement **	3
	HON 101, LIB 102, CAS 101, ENGL 121, SD 201 **OR** Physical Education ***	1
		14
SECOND SEMESTER		
ENGL 102	Freshman English II	3
	Natural Science & Scientific Reasoning Elective **	3
ENGL 211	Creative Writing	3
ENGL 220 **OR** ENGL 221 **OR** ENGL 222 **OR** THA 152	Interpersonal Communication **OR** Effective Speech: Public Address **OR** Effective Speech: Group Discussion **OR** Basic Acting	3
	Elective ****	3
		15
THIRD SEMESTER		
ENGL 270 **OR** ENGL 271	Technical Writing **OR** Writing & Artificial Intelligence	3
	World History and Global Awareness **OR** World Language **	3
	Writing Elective ***** **OR** Writing Intensive	3
	Math/Science Elective **	3
	Elective ****	3
		15
FOURTH SEMESTER		
ENGL 219	Creative Nonfiction	3

	ENGL 200 Level–WI Literature Elective	3
HLTH 101 *OR* HLTH 102	Alcoholism and Its Effects *OR* Drugs, Alcohol, and Tobacco	1
	Behavioral/Social Sciences *	3
	Electives ****	6
		16
TOTAL CREDIT HOURS		**62**

* Choose one: ANTH 101, ECON 201, ECON 202, PSY 101, or SOC 101

** Electives must help fulfill SUNY General Education 30 credit requirement (See General Education Section)

*** Select from the following PE courses: PE 020, PE 024, PE 028, PE 030,PE 035, PE 040, PE 045, PE 050, PE 054, PE 055, PE 056, PE 057, PE 058, PE 103, PE 104, PE 109, PE 110, PE 128, PE 130, PE 145, PE 146, PE 157, PE 161, PE 171, PE 172, PE 177

**** Consult advisor to select electives for transfer or professional engagement.

***** Writing Elective Courses include: ENGL 104, ENGL 110, ENGL 121, ENGL 217, ENGL 260, ENGL 270, ENGL 291-294, TELC 190 or TELC 204

Criminal Justice AS

The Criminal Justice program builds a critical foundation for employment in law enforcement, court systems, and institutional or community–based corrections. A strong base in social and behavioral science curriculum is also provided. The program is devised for students to enter various entry-level fields or to transfer to a four-year institution offering a criminal justice or closely related major if desired.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Identify, understand, and analyze the history, philosophy, and functions of the criminal justice system in American society.

- Identify, understand, and analyze law enforcement's history, philosophy, and functions in American society.

- Identify, understand, and analyze the American correctional system's history, philosophy, and functions, including institutional and community corrections.

- Identify, understand, and analyze the U.S. and N.Y. state penal law, criminal procedures, and policies.

- Identify, understand, and analyze the role of social and behavioral sciences in the criminal justice system.

- Demonstrate and apply effective and professional oral and written communication skills.

- Demonstrate and understand professionalism as it relates to the criminal justice discipline.

- Apply critical thinking skills to the various aspects of the criminal justice discipline.

- Promote ethical and professional standards and collaborative learning as it relates to the criminal justice discipline.

- Interpret and apply cultural diversity, equity, and inclusion through various techniques as it relates to the criminal justice discipline.

Career Possibilities

Career opportunities will vary, including, but not limited to, local, state, and federal Law Enforcement Officers/Agents (Road Patrol or Custody Divisions), Emergency Communications, Investigators, Court Advocates, Paralegals, Attorneys, Analysts, Diversion Advocates, Correction Officers, Supervisors of Correctional Officers, juvenile detention centers, Victim Advocates, case managers, or Case Counselors and Probation or Parole Officers. Some of the above-referenced positions begin with an A.S. at Cayuga but may require a transfer to a four-year institution for additional education.

NOTE: Civil service exams may be required for criminal justice positions, specific physical requirements, and an extensive background investigation. Additional education and training may be required for certain professions.

Transfer Information

Students planning to transfer to a four-year institution degree program in Criminal Justice or a related degree program should contact their advisor, the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement, or the Criminal Justice Coordinator to plan the most appropriate course sequence for optimal transferability.

It is highly suggested that students who wish to transfer complete their current degree program in its entirety unless they have met with the appropriate staff and a more comprehensive plan is attained.

The criminal justice department offers articulation (transfer) agreements with four-year institutions that include:

- SUNY Oswego for Public Justice (B.A.)

- SUNY Canton for:

    - Criminal Investigation (B. Tech)

    - Criminal Justice: Law Enforcement Leadership (B. Tech)

    - Homeland Security (B. Tech)

- Niagara University for Criminology/Criminal Justice (B.S.)

- SUNY Empire (B.A.)

Degree Requirements

The program provides a general insight into the criminal justice system and process. It offers a foundational level of knowledge while allowing the student to explore the discipline's differing aspects in law, courts, and corrections. If the student chooses, Cayuga offers five specific concentrations (optional) that will immerse the student in courses designed for destined positions in law enforcement, homeland security, juvenile justice, crime analyst/intelligence, or probation assistant.

The curriculum listed on this page represents the minimum coursework required for the AS degree in Criminal Justice. The Chair of the Division of Behavioral/Social Sciences, Business, Criminal Justice, Teacher Education, and Physical Education/Health must approve any major course exceptions.

The candidate for the AS in Criminal Justice program must meet the following requirements:

- Completion of all required credits (61-62 total)

- A cumulative average of no less than 2.0

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
CJ 111	Introduction of Justice Systems	3
CJ 115	Criminal Law	3
PSY 101	Introductory Psychology	3
	Gen Ed Elective	3
SUB-TOTAL		**15**
SECOND SEMESTER		
ENGL 102	Freshman English II	3
HIST 103-105	U.S. History	3
	Gen Ed Natural Science	3-4
	Elective/Concentration Requirement	3
	Elective/Concentration Requirement	3
SUB-TOTAL		**15-16**
THIRD SEMESTER		
MATH 121 *OR* MATH 214	Fundamental Statistics Using Technology *OR* Statistics	3
CJ 230	CJ Ethics	3
SOC 101	Introductory Sociology	3
	World History and Global Awareness/Arts Gen Ed	3
	Elective/Concentration Requirement	3
	HLTH or PE credit	1
SUB-TOTAL		**16**
FOURTH SEMESTER		
CJ 220	Criminology	3
ENGL 220 *OR* 221 *OR* 222	Interpersonal Communications *OR* Effective Speech: Public Address *OR* Effective Speech: Group Discussion	3
	Gen Ed Elective	3
	Elective/Concentration Requirement	3

COURSES		CREDIT HOURS
	Elective/Concentration Requirement	3
SUB-TOTAL		15
TOTAL CREDIT HOURS		61-62

Criminal Justice Concentrations

Consult with an academic advisor before scheduling courses for a concentration.

Homeland Security

Courses		Credit Hours
CJ 140	Introduction to Homeland Security	3
CJ 170	Emergency Management	3
CJ 222	Constitutional Law	3
CJ 240	Threats to Homeland Security	3
BUS 225	Micro Application Software	3

Juvenile Justice

Courses		Credit Hours
CJ 117	Juvenile Delinquency	3
CJ 213	Community Corrections	3
BUS 225	Micro Application Software	3
PSY 215	Child Psychology	3
PSY 216	Adolescent Psychology	3

Law Enforcement

Courses		Credit Hours
CJ 119	Criminal Investigations	3
CJ 123	Laws of Evidence	3
CJ 131	Introduction to Law Enforcement	3
CJ 222	Constitutional Law	3
CHEM 108	Forensic Chemistry	3

Probation Officer Assistant

Courses		Credit Hours
CJ 132	Introduction to US Courts	3

Courses		Credit Hours
CJ 133	Introduction to Corrections	3
CJ 213	Community Corrections	3
HS 101	Introduction to Human Services	3
BUS 225	Micro Application Software	3

Crime Analysis & Intelligence

Courses		Credit Hours
CJ 150	Introduction to Crime Analysis	3
CJ 250	Crime Analysis & Intelligence	3
GIS 111	Introduction to GIS	3
GIS 205	Introduction to Vector GIS	3
BUS 225	Micro Application Software	3

Culinary Arts AAS

This program prepares students to be confident, competent, kitchen and career-ready professionals. Through a combination of classroom and hands-on experiences, students master the fundamentals of food preparation, cooking, presentation, and menu design. In addition to learning the basics of preparing and cooking food, students explore the latest trends in food preparation, presentation, and culinary arts. Graduates can prepare meals that please the eye and the palate skillfully. Cayuga's new, state-of-the-art facility in the Plaza of the Arts building in the heart of downtown Auburn, NY, is the perfect venue to explore the art of cooking. Individualized cooking suites, digital demonstration kitchen, and advanced kitchen equipment combine to make Cayuga's Culinary program a one-of-a-kind opportunity to be regarded as a master chef.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Learn the basics of food preparation, cooking, and menu design

- A curriculum that balances classroom instruction with hands-on experiences

- Develop and strengthen your hospitality skills

- Become a confident, competent, career-ready culinary professional

- Learn in a state-of-the-art facility in downtown Auburn, NY

- Learn the latest trends in culinary arts

Career Possibilities

Executive Chef, Pastry Chef, Chef de Cuisine, Sous Chef, Research and Development Chef, Food Service Manager, Restaurant Owner, Catering Cook, or Culinary Consultant.

Degree Requirements

The curriculum listed on this page represents the minimum coursework required for the AAS Culinary Arts degree. Any exception must be with the written consent of the Division of English/Humanities/Telecommunications chair.

COURSES		CREDIT HOURS
FIRST SEMESTER		
CULA 100	Food Safety and Sanitation	2
CULA 101	Culinary Methods and Techniques I	4
	General Education Mathematics and Quantitative Reasoning	3
BIOL 209	Basic Nutrition	3
ENGL 101	Freshman English I	3
		15
SECOND SEMESTER		
CULA 102	Culinary Methods and Techniques II	4
CULA 120	Intro to Hospitality	3
ENGL 220	Interpersonal Communications	3
	Liberal Arts Elective	3
	Liberal Arts Elective	3
		16
THIRD SEMESTER		
CULA 110	Professional Cooking Methods I	4
CULA 130	Food Purchasing	3
WS*/BIOL 180	Viticulture and Enology	3
	General Education DEISJ	3
	General Education Elective	3
		16
FOURTH SEMESTER		
CULA 111	Professional Cooking Methods II	4
CULA 275	Internship in Culinary Arts	3
PHIL 140	Ethical Issues – Food Industry	3
	Elective	3
	Elective	3
		16
TOTAL CREDIT HOURS		**63**

* Students taking WS 180 must take an additional 3 credits of Liberal Arts Electives

Early Childhood AAS

This program is designed for students interested in child care, preschool, and early childhood education.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Apply content knowledge in academic disciplines to design, implement, and evaluate curriculum for children birth to age eight.

- Utilize appropriate methods and materials to facilitate learning (social, emotional, physical, and cognitive) for all children from birth to age eight.

- Utilize various assessment tools to understand children and provide appropriate experiences for all children from birth to age eight.

- Provide for the diverse needs of children and families by articulating the various factors (family, community, learning environment) that influence the growth and development of children from birth to age eight.

- Exhibit professionalism, including ethical standards, collaborative learning, self-assessment, ongoing learning, and advocacy.

Graduation Requirements

To graduate with the AAS degree in Early Childhood, students must demonstrate competency (a grade of C — or higher) in each core early childhood course (ECH 101, 102, 103, 110, 111, and 222 and BEH 101). This requirement applies to students who have transferred credits to Cayuga from another college. Contact the Early Childhood Coordinator if you have any questions.

General Information

For individuals interested in working with children, Cayuga also offers a Liberal Arts AA degree with an Early Childhood concentration, an Early Childhood Certificate, and Teacher Assistant and Child Development Associate (CDA) coursework. In addition, the College offers Liberal Arts/Adolescence Education, Liberal Arts/Childhood Education, and an Education concentration.

Transfer Information

Students planning to transfer into a four-year degree program in Early Childhood should contact their advisor, the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement, or the Early Childhood coordinator to plan the most appropriate course sequence for optimum transferability. Students who wish to transfer into four-year degree programs are suggested to complete the AA degree in Liberal Arts with an Early Childhood concentration.

Additional Information

Students must be able to satisfactorily and safely perform duties associated with the care and education of children from birth to eight years of age. Technical Standards for Education Programs for the degree are available from the Division Chair.

Students are required to have police and child abuse clearances and physical examinations before beginning their field experience classes (ECH 103).

NOTE: A prior felony conviction may hinder a student's ability to enroll in a course or complete specific academic program requirements and meet the licensure criteria required by certain professions. In addition, students must submit to alcohol and drug testing upon request by the College or any cooperating field placement sites. Students who test positive are subject to removal from the field placement and will, therefore, be unable to satisfy the requirements for completing the degree. Refusal to submit to the test will result in the student being asked to leave the field placement site. It may result in dismissal from the course and the program.

Degree Requirements

The curriculum listed on this page is required for the AAS degree in Early Childhood. Students must have a cumulative GPA of 2.3 or higher to enroll in field experience coursework (ECH 103). Transfer credit for Early Childhood or Education courses will only be granted after the Division Chair reviews the transcript.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
ART 103	Essentials of Art	3
PSY 101	Introductory Psychology	3
ECH 110	Methods and Materials in Early Childhood Education *	3
MATH 115 *OR* MATH 116 *OR* MATH 121	Concepts of Elementary Mathematics I *OR* Concepts of Elementary Mathematics II *OR* Fundamentals of Statistics Using Technology	3
		15
SECOND SEMESTER		
BEH 101	Language and Literacy Development *	3
ENGL 220 *OR* ENGL 221	Interpersonal Communications *OR* Effective Speech: Public Address	3
ECH 111	Infants and Toddlers *	3
PSY 215	Child Psychology	3
	PE 145, PE 146, PE 165, PE 175	2
	Electives	2
		16
THIRD SEMESTER		
ENGL 209	Children's Literature	3
ECH 101	Introduction Early Childhood Education *	3
ECH 222	Teaching Math & Science *	3
ECH 106	Classroom Observation *	1
HIST 103	Pre-History and Early American History	3
PSY 217	Introduction to Children with Exceptionalities	3
		16
FOURTH SEMESTER		
BIOL 209	Basic Nutrition	3
HLTH 103	Health	1
ECH 102	Curriculum and Assessment *	3

ECH 103	Early Childhood Field Experience *	3
PE 199	Physical Education for Children	2
	Electives	3
		15
TOTAL CREDIT HOURS		**62**

* A minimum grade of C- (70) is required to complete graduation requirements.

Note: Math Competency Requirements – Students must pass the Math Placement Test or pass Math 099 in order to fulfill prerequisite requirements for ECH 222.

Electrical Technology: Electronics AAS

This program prepares students for employment and advancement in the field of electronics.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Understand electrical terminology and component recognition.

- Interpret manufacturers' technical data sheets on components.

- Interpret electrical schematics.

- Build, test, and troubleshoot Analog and Digital electrical circuits on breadboards.

- Demonstrate the safe and proper use of laboratory equipment, including Multimeters, Oscilloscopes, Power Sources, Function Generators, and Spectrum Analyzers.

- Analyze Industrial circuitry (including Programmable Logic Controllers).

- Analyze electrical circuits through calculations involving theoretical concepts.

- Capture, analyze, and troubleshoot circuitry using an electronics simulation program.

- Create professional technical written documents.

- Effectively communicate technical information to appropriate audiences.

- Understand the appropriate professional conduct required in the workplace.

Career Possibilities

Positions in the fields of computers, robotics, medical instrumentation, audio/radio frequency communication, and manufacturing include:

- Electronics Technician

- Service Technician

- Systems Test Technician

- Research and Development Technician

- Quality Control Technician

- Software Technician

- Biomedical Technician

- Documentation Technician

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Academic Preparation

A background in algebra and trigonometry is recommended.

Degree Requirements

Cayuga's "hands-on" learning environment focuses on experimentation with various test equipment and helps students develop troubleshooting skills for sophisticated electronic systems.

The curriculum provides the graduate with fundamental knowledge in DC and AC circuitry, digital circuits, microprocessor systems, programmable logic controllers, and high-frequency systems. Cayuga's experimental and simulation laboratory environments help students gain necessary application experience in properly using multimeters, oscilloscopes, logic pulsers and probes, logic analyzers, spectrum analyzers, and network analyzers.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
ELEC 101	Electrical Circuits	4
ELEC 105	Digital Electronics	4
	Math Elective *	3
	Health or Physical Education	1
		15
SECOND SEMESTER		
ENGL 102 *OR* ENGL 270	Freshman English II *OR* Technical Writing	3
ELEC 102	Basic Electronics	4
ELEC 107	Fundamentals of Microcomputers	4
MATH 114 *OR* MATH 104	Applied Mathematics for Technologists *OR* College Algebra and Trigonometry (or higher)	3
CS 200 *OR* CS 222 *OR* CS 238	Programming in Visual Basic *OR* Programming in C/C++ *OR* Java	3
		17
THIRD SEMESTER		
ELEC 201	Intermediate Electronics	4
ELEC 208	Radio Frequency Communications	4
PHYS 103	General Physics I	4
	Technical Elective **	3
	General Education DEISJ Liberal Arts (cannot be BUS 205, HS 101)	3
		18
FOURTH SEMESTER		
ELEC 204	Industrial Electronics	4
ELEC 209	Programmable Logic Controllers	3
ENGR 207	Quality Assurance	3
PHYS 104	General Physics II	4

	14
TOTAL CREDIT HOURS	64

* MATH 112, 115, 116, or 121 will not fulfill the Math requirement. Must be a Math prefix in the General Education Mathematics and Quantitative Reasoning.

** The following will fulfill this requirement: BUS 225 or BUS 226, CS 200 or higher, Electronics, Engineering, Geographic Information Systems, Math (except Math 112, 115, 116 or 121), Mechanical Manufacturing Technology, Physics

Environmental Studies AS

This program is designed for students who plan to transfer and continue their studies toward a bachelor's degree in Environmental Studies or related fields such as wildlife management, resource management, conservation biology, or environmental science. It is an interdisciplinary program that provides broad environmental literacy and a solid foundation for exploring diverse environmental education and career opportunities.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Demonstrate an understanding of basic physical and biological principles that govern natural processes
- Develop an understanding of the socioeconomic and political influence that shape our perceptions of nature and environmental issues
- Understand the interactions and complexities of environmental problems
- Gain technical literacy in using documents like maps, photographs, and images to communicate with the relevant audience
- Gain basic communication skills in using visual, written, and oral reports
- Transfer into a related four-year program

Career Possibilities

Completing this degree alone could serve as an entry-level credential for employment as an environmental science and environmental protection technician. Continuation through transfer institutions would qualify the graduates to pursue public and private career opportunities in conservation, consulting, wildlife, education, green businesses, and various environmental fields. Students develop career-related skills and expertise in environmental analysis, environmental information and mapping, and environmental health.

Transfer Information

Cayuga has an articulation agreement in Environmental Science with SUNY College of Environmental Science and Forestry and SUNY College at Brockport.

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

General Education Requirements must be met before the AS degree will be granted. The courses listed on this page represent the minimum requirements for the AS degree in Environmental Studies.

COURSES		CREDIT HOURS
FIRST SEMESTER		
BIOL 103	Biological Principles I	4
ENGL 101	Freshman English I	3
GIS 101 *OR* GIS 111	Foundations of Geographic Information Systems *OR* Introduction to Geographic Information Systems	3
BIOL 208	Introduction to Environmental Science	3
	Math Elective *	3
		16
SECOND SEMESTER		
BIOL 104	Biological Principles II	4
ENGL 102	Freshman English II	3
GIS 121	Remote Sensing and Aerial Photogrammetry	3
Math 104	College Algebra or Trigonometry (or higher)	3
ENGL 221 *OR* ENGL 222 *OR* ENGL 270	Effective Speech: Public Address *OR* Effective Speech: Group Discussion *OR* Technical Writing	3
		16
THIRD SEMESTER		
CHEM 103	General Chemistry I	4
BIOL 223	General Ecology	4
	General Education DEISJ	3
	Health or Physical Education	1
	GIS/Science Elective **	3
		15
FOURTH SEMESTER		
CHEM 104	General Chemistry II	4
HIST 103 *OR* HIST104 *OR* HIST105	Pre-History and Early American History *OR* 19th Century American History *OR* America in the 20th and 21st Centuries	3
ECON 201 *OR* ECON 202	Introduction to Economics I *OR* Introduction to Economics II	

	GIS/Science Elective **	3
	General Education World History and Global Awareness or the Arts	3
		16
TOTAL CREDIT HOURS		**63**

* Math 102 or higher (MATH 112, 115, 116 or 121 will not fulfill the Math requirement)

** The following will fulfill this requirement: BIOL 225/226/216, GIS 122/205/220, GEOL110, PHYS 103/104/200/201, CHEM 207/208

Event and Tourism Management AAS

This is a two-year, fully online event and tourism management degree program. The program is entirely online to increase accessibility for students. Select degree requirements may be offered on campus and online.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Demonstrate and apply an understanding of the event and tourism management concepts and the role of events and tourism services, including various stakeholders involved in the industry.

- Communicate professionally in verbal and written settings using technology and office productivity tools.

- Coordinate marketing for an event or tourism operation using traditional and social media techniques.

- Employ management principles such as time management, project management, and multi-tasking in the event and tourism management environment

Career Possibilities

Possible careers include event coordinator, conference planner, destination marketing specialist, tour operator, travel promoter, travel guide, and visitor center coordinator.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Courses are incorporated to prepare students for fundamental business, economics, and accounting knowledge, communication skills, event planning experience, tourism industry knowledge, internship opportunities, a strong liberal arts foundation, and specific electives of interest to the students. Internships are available at The Lodge located in Skaneateles, Generations Bank, Finger Lakes Musical Theatre Festival, and the Cayuga Office of Tourism.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
BUS 101	Principles of Accounting I	4
BUS 103	Principles of Business	3
BUS 248	Event Planning *	3
BUS 249	Introduction to Tourism *	3
		16
SECOND SEMESTER		
ENGL 102 OR ENGL 221 OR ENGL 222	Freshman English II OR Effective Speech: Public Address OR Effective Speech: Group Discussion	3
BUS 204 OR BUS 254	Marketing OR Marketing for Hospitality & Tourism *	3
BUS 225	Microcomputer Application Software	3
BUS 150	Business Communications	3
	Gen Ed Mathematics and Quantitative Reasoning *	3
	Health/PE	1
		16
THIRD SEMESTER		
BUS 200 OR BUS 206 OR BUS 245	Principles of Management OR Human Resource Management OR Supervisory Management	3
BUS 216 *	Personal Selling	3
ECON 201	Introduction to Economics I	3
	Behavioral/Social Sciences	3
ECON 102	Personal Finance	3
		15
FOURTH SEMESTER		
ECON 202	Introduction to Economics II	3
	Gen Ed Natural Science and Scientific Reasoning	3

	Business Elective **	3
	Business Elective **	3
BUS 205	Business Law	3
		15
TOTAL CREDIT HOURS		**62**

* Indicates that the course is ONLY offered online. Must be BUS 105, BUS 106, MATH 102, MATH 104, MATH 106, MATH 108, MATH 114, MATH 214

** Business electives include BUS 110, BUS 250, BUS 252, BUS 253, BUS 255, BUS 260, BUS 275 and ENTR 200.

Geographic Information Systems AS

The GIS associate in science degree program prepares students to continue their studies toward a bachelor's degree in Geographic Information Systems or related majors such as geographic information technology, resources management, geography, urban planning, and environmental science. Although it is a transfer program, students acquire skills that qualify them to pursue career opportunities after completing the degree.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Have a basic understanding of concepts, components, structures, and functionalities of GISs

- Use common GIS techniques to collect, analyze, process, and present spatial or geographic data.

- Be able to use Global Positioning System, remotely sensed data, and other online GIS data sources for spatial analysis and mapping

- Have the knowledge and skills necessary for using commercially available GIS software and seeking entry-level positions in GIS-related industries.

- Be able to transfer to a four-year B.S. program at participating colleges.

Career Possibilities

Upon completing the AS program, graduates will have the skills required to pursue career opportunities at companies using GIS, GPS, and remote sensing technologies and qualify to transfer directly to a four-year program at a participating university for a bachelor's degree.

Transfer Information

Cayuga has an articulation agreement in GIS with SUNY College at Cortland and an articulation agreement with SUNY College of Environmental Science and Forestry in Syracuse for transfer into either Environmental Science or Natural Resources Management. For these and other transfer institutions, students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement and Academic Advisement for more information. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

General Education Requirements must be met before the AS degree will be granted. The courses listed on this page represent the minimum requirements for the AS degree in Geographic Information Systems.

COURSES		CREDIT HOURS
FIRST SEMESTER		
MATH 102	College Algebra and Trigonometry (or higher) *	3
ENGL 101	Freshman English I	3
BUS 225	Microcomputer Application Software	3
GIS 111	Introduction to Geographic Information Systems	3
	General Education World History and Global Awareness or the Arts	3
		15
SECOND SEMESTER		
GIS 121	Remote Sensing and Aerial Photogrammetry	3
	Math/CS Elective ***	3
	Math/Science Elective *	3
BIOL 103 *OR* BIOL 225	General Biology I *OR* Botany	4
ENGL 102	Freshman English II	3
	Health	1
		17
THIRD SEMESTER		
GEOL 110	Physical Geology	4
GIS 205	Introduction to Vector GIS	3
	General Education DEISJ	3
PE	Physical Education	1
	Elective **	3
		14
FOURTH SEMESTER		
GIS 220	Advanced GIS	3
HIST 103 *OR* HIST 104 *OR* HIST 105	Pre-History and Early American History *OR* 19th Century American History *OR* America in the 20th and 21st Centuries	3
ECON 201 *OR* ECON 202	Introduction to Economics I *OR* Introduction to Economics II	3

	Elective	3
	Computer Science Elective ***	3
		15
TOTAL CREDIT HOURS		**61**

* Math 112, 115, 116 or 121 will not fulfill requirements

** ENGR 126 (Computer Aided Design) recommended

*** The following will fulfill this requirement: CS 200 or higher; MATH 104 or higher

Health Sciences AS

Within the Liberal Arts: Health Sciences degree program, concentrations are available in Medical Imaging/Radiography, Laboratory Science, Radiation Therapy, Respiratory Therapy, Physical Therapy, Clinical Perfusion, and Chiropractic Medicine to emphasize required courses for transfer to Upstate Medical University, or the Northeast College of Health Sciences. The information below lists the courses required to fulfill specific concentrations.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Effectively use basic scientific equipment.

- Use knowledge and skill sets obtained from the study of science, including behavioral and biological sciences.

- Understand and integrate basic scientific principles.

- Apply the principles of the scientific method.

- Utilize interdisciplinary understanding and collaboration.

- Understand the philosophy of lifelong learning and the importance of maintaining and updating knowledge for continued success in a chosen career specialty.

- Apply ethical standards in the practice of healthcare-related fields.

Transfer Information

For those concentrations designed for transfer to SUNY Upstate Medical University, it is recommended that you attend an open house and a shadow day at the University.

Applications for admission are available online starting August 1. The pre-requisite courses listed below must be completed by the time of enrollment. However, you may apply to the University with the courses still in progress. More details are available at www.upstate.edu/prospective, including shadow day and open house opportunities.

Degree Requirements

To complete a concentration, meet with your academic advisor and select the specified courses as part of the Health Sciences Program requirements.

Each concentration lists the specific courses Cayuga requires to complete the Health Sciences degree and those that the transfer institution requires. Other relevant information for each of the transfer institutions is also documented below. Note that courses vary among four-year transfer institutions. Those listed below are only guaranteed for the transfer institution indicated.

Health Sciences Concentrations

Consult with an academic advisor before scheduling courses for a concentration.

Chiropractic Medicine

For transfer to a Chiropractic Medicine program

Doctors of Chiropractic Medicine diagnose, treat, and prevent disorders of the neuromusculoskeletal system and their effects on general health. Chiropractors manually manipulate joints and soft tissues to improve patient function and overall health. This concentration is designed for transfer to the Northeast College of Health Sciences.

Admission to Northeast College of Health Sciences requires a total of 90 credits. The 90 credits must include the Core Course Entrance Requirement credits from the 64 credits listed below. The remaining 26 credits may be obtained at Cayuga or another academic institution. Northeast College of Health Sciences typically will accept the 26 remaining credits from a wide range of courses. The Doctor of Chiropractic degree at Northeast College of Health Sciences requires a minimum of ten 15-week trimesters of full-time resident study, including a clinical internship. Students are admitted to Northeast College of Health Sciences on a Fall rotation.

COURSES		CREDIT HOURS
A. LIBERAL ARTS REQUIREMENTS *(for a Cayuga degree)*		
ENGL 101	Freshman English I	3
ENGL 102	Freshman English II	3
ENGL 270	Technical Writing	3
	The Arts or World Languages General Education	3
PSY 101	Introduction to Psychology	3
SCI 200	Science for Social Justice Seminar	3
SOC 101	Introduction to Sociology	3
	General Education US History and Civic Engagement **OR** General Education World History and Global Awareness	3
MATH 104	College Algebra and Trigonometry (or Higher)	3
	Math Elective (MATH 106, 108 or 214)	3
	Physical Education Electives (PE 146 recommended)	1
	Health Elective	1
SUB-TOTAL		**32**
B. CORE COURSE ENTRANCE REQUIREMENTS *(Northeast College of Health Sciences)*		
Requires a total of 90 credits to enter the program at Northeast College of Health Sciences. The 90 credits must include the following courses. (Note: the other 26 credits may include any courses and may be obtained at CCC or another academic institution.)		
BIOL 103	General Biology I	4

BIOL 104	General Biology II	4
CHEM 103	General Chemistry I	4
CHEM 104	General Chemistry II	4
CHEM 207	Organic Chemistry I	4
CHEM 208	Organic Chemistry II	4
PHYS 103	General Physics I	4
PHYS 104	General Physics II	4
SUB-TOTAL		**32**
TOTAL CREDIT HOURS		**64**

Clinical Perfusion

For transfer to a Clinical Perfusion program

Clinical Perfusionists work directly with cardiac surgeons to replace lung and heart function during cardiac surgery. They work with sophisticated equipment commonly known as bypass machines. Clinical Perfusionists have little to no patient contact. **Students must have a Bachelor's Degree and take the GREs to apply for the Clinical Perfusion Program.**

Students are admitted to SUNY Upstate Medical University on a Fall rotation. A maximum of 6 students are admitted each rotation. Students who graduate from the SUNY Upstate program can take the American Board of Clinical Perfusion's National Certification Exam.

COURSES		CREDIT HOURS
A. LIBERAL ARTS REQUIREMENTS *(for a Cayuga degree)*		
	Math Elective 106, 108 or 214 (Math 214 recommended)	3
ENGL 270	Technical Writing	3
	The Arts General Education	3
SCI 200	Science for Social Justice Seminar	3
SOC 101	Introduction to Sociology	3
	General Education US History and Civic Engagement *OR* General Education World History and Global Awareness	3
	Health Elective	1
	Physical Education Electives	2
	Liberal Arts Electives (Cannot be an ART, MUSI, THA, GIS, ENGR or ELEC designation)	7
SUBTOTAL		**28**

B. CORE COURSE ENTRANCE REQUIREMENTS *(SUNY Upstate)*		
Requires attendance before an interview at a clinical observation of a perfusion procedure or attendance at a perfusion presentation on the SUNY Upstate campus or attendance at a perfusion shadow day, and the following:		
Biology electives 8 credits. *(BIOL 103/104 recommended)*		
BIOL 103	General Biology I	4
BIOL 104	General Biology II	4
BIOL 203	Anatomy & Physiology I	4
BIOL 204	Anatomy & Physiology II	4
BIOL 226	Zoology	4
CHEM 103	General Chemistry I	4
CHEM 104	General Chemistry II	4
ENGL 101	Freshman English I	3
ENGL 102	Freshman English II	3
MATH 104	College Algebra and Trigonometry (or Higher)	3
PHYS 103 *OR* PHYS 200	General Physics I *OR* Physics I – Mechanics	4
PHYS 104 *OR* PHYS 201	General Physics II *OR* Physics II – Electricity and Magnetism	4
PSY 101	Introduction to Psychology	3
SUB-TOTAL		**36**
TOTAL CREDIT HOURS		**64**

Laboratory Science

For transfer to a Laboratory Science program

Medical Technologists perform lab tests used to diagnose and treat disease in a clinical setting, while Medical Biotechnologists work in a research setting, providing valuable data for scientific studies. Med Techs and Biotechs will have minimal to no patient contact. Students admitted to SUNY Upstate University in either program begin on a Fall rotation. Graduates from SUNY Upstate are eligible to take one of several national licensing exams.

COURSES		CREDIT HOURS
A. LIBERAL ARTS REQUIREMENTS *(for CCC degree)*		
	Health Elective	1
	Physical Education Electives	1

	The Arts or World Languages General Education	3
	General Education US History and Civic Engagement **OR** General Education World History and Global Awareness	3
SCI 200	Science for Social Justice Seminar	3
	Liberal Arts	3
SUB-TOTAL		**14**
B. CORE COURSE ENTRANCE REQUIREMENT *(SUNY Upstate)*		
BIOL 103	General Biology I	4
BIOL 203	Anatomy & Physiology I	4
BIOL 104 **OR** BIOL 204	General Biology II **OR** Anatomy & Physiology II	4
BIOL 216	General Microbiology	4
CHEM 103	General Chemistry I	4
CHEM 104	General Chemistry II	4
CHEM 207	Organic Chemistry I	4
MATH 104	College Algebra and Trigonometry (or higher)	3
MATH 214	Statistics	3
PSY 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
ENGL 101	Freshman English I	3
ENGL 102	Freshman English II	3
SUB-TOTAL		**46**
TOTAL CREDIT HOURS		**60**

Medical Imaging/Radiography

For transfer to a Medical Imaging/Radiography program

Medical Imaging Technicians/Radiographers help physicians diagnose a disease or injury by producing images that the physician can use as a diagnostic tool. These images include X-rays, computed tomography scans (CTs), and magnetic resonance images (MRIs). Radiographers will have high patient contact and must feel comfortable using computers and high-tech equipment. Students are admitted to SUNY Upstate Medical University on a Fall rotation. Graduates from SUNY Upstate are eligible to be nationally certified through the American Registry of Radiologic Technologists. They are qualified for licensure in New York State.

COURSES	CREDIT HOURS

A. LIBERAL ARTS REQUIREMENT *(for a Cayuga degree)*		
ENGL 270	Technical Writing	3
	The Arts or World Languages General Education	3
SCI 200	Science for Social Justice Seminar	3
	General Education US History and Civic Engagement *OR* General Education World History and Global Awareness	3
	Math Elective (MATH 106, 108 or 214)	3
	Health Elective	1
	Physical Education Electives	2
	Natural Science Electives (Any CHEM, BIOL, PHYS, GEOL)	8
	Liberal Arts Electives (Cannot be an ART, MUSI, THA, GIS, ENGR or ELEC designation)	8
SUB-TOTAL		**34**
B. CORE COURSE ENTRANCE REQUIREMENT *(SUNY Upstate)*		
BIOL 203	Anatomy & Physiology I	4
BIOL 204	Anatomy & Physiology II	4
MATH 104	College Algebra & Trigonometry (or Higher) *recommended 1st semester enrolled*	3
PHYS 103 *OR* PHYS 200 *OR* PHYS 104 *OR* PHYS 201	General Physics *OR* Physics I – Mechanics *OR* General Physics II *OR* Physics II – Electricity and Magnetism *Recommended first semester enrolled*	4
PSY 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
ENGL 101	Freshman English I	3
ENGL 102	Freshman English II	3
SUB-TOTAL		**27**
TOTAL CREDIT HOURS		**61**

Physical Therapy

For transfer to a Physical Therapy program

Physical Therapists work with multiple body systems to evaluate patients and determine overall function. They then plan programs that improve functionality by improving strength, balance, coordination, and range of motion.

Therapists require excellent interpersonal skills and work directly with patients. Students are admitted to SUNY Upstate beginning in a summer rotation, and the program will take three years to complete. Entry into SUNY Upstate University requires a bachelor's degree (typically two years beyond the Associate's Degree). Admission to SUNY Upstate depends on the bachelor's degree transfer institutional requirements, GRE scores, and work or volunteer experience in Physical Therapy. Graduates from the SUNY Upstate program are eligible to take the National Licensing Exam for Physical Therapy.

COURSES		CREDIT HOURS
A. LIBERAL ARTS REQUIREMENTS *(for a Cayuga degree)*		
ENGL 102	Freshman English II	3
PSY 101	Introduction to Psychology	3
	The Arts or World Languages General Education	3
	General Education US History and Civic Engagement **OR** General Education World History and Global Awareness	3
MATH 104	College Algebra and Trigonometry (or Higher)	3
	Health Elective	1
	Physical Education Electives	1
SCI 200	Science for Social Justice Seminar	3
SUB-TOTAL		**20**
B. CORE COURSE ENTRANCE REQUIREMENTS *(SUNY Upstate)*		
Requires bachelor's degree – advisement dependent upon the bachelor degree transfer institutional requirements, GRE scores – typically taken your junior year at Upstate, work or volunteer experience in Physical Therapy and must include the following credits:		
BIOL 203	Anatomy & Physiology I	4
BIOL 204	Anatomy & Physiology II	4
BIOL 103	General Biology I	4
BIOL 104	General Biology II	4
CHEM 103	General Chemistry I	4
CHEM 104	General Chemistry II	4
PHYS 103 **OR** PHYS 104 **OR** PHYS 200 **AND** PHYS 201	General Physics I **OR** General Physics II **OR** Physics I – Mechanics **AND** Physics II – Electricity and Magnetism	8
ENGL 101	Freshman English I	3
MATH 214	Statistics	3

PSY 212 *OR* PSY 215	Developmental Psychology *OR* Child Psychology	3
SOC 101	Introductory Sociology	3
SUB-TOTAL		**44**
TOTAL CREDIT HOURS		**64**

Radiation Therapy

For transfer to a Radiation Therapy program

Radiation Therapists work with oncologists to deliver radiation to tumor sites without damaging the surrounding tissues. Therapists work very closely with patients and require excellent interpersonal skills. In addition, they must feel confident using computers and highly sophisticated equipment. Students are admitted to SUNY Upstate Medical University on a Fall rotation. Students are required to complete clinical rotations in at least three different radiation departments in two different locations. Clinical rotations are offered in over thirty locations throughout the area. Graduates from SUNY Upstate are eligible to be nationally certified through the American Registry of Radiologic Technologists.

COURSES		CREDIT HOURS
A. LIBERAL ARTS REQUIREMENTS *(for a Cayuga degree)*		
	Math Elective (MATH 106, 108 or 214)	3
ENGL 270	Technical Writing	3
	The Arts or World Languages General Education	3
	General Education US History and Civic Engagement *OR* General Education World History and Global Awareness	3
	Natural Science Electives (Any CHEM, BIOL, PHYS, GEOL)	4
	Health Elective	1
	Physical Education Electives)	2
	Liberal Arts Electives (Cannot be an ART, MUSI, THA, GIS, ENGR or ELEC designation)	8
SCI 200	Science for Social Justice Seminar	3
SUB-TOTAL		**30**
B. CORE COURSE ENTRANCE REQUIREMENTS *(SUNY Upstate)*		
BIOL 203	Anatomy & Physiology I	4
BIOL 204	Anatomy & Physiology II	4
CHEM 103	General Chemistry I	4
ENGL 101	Freshman English I	3

ENGL 102	Freshman English II	3
PHYS 103 *OR* PHYS 200 *OR* PHYS 104 *OR* PHYS 201	General Physics I *OR* Physics I – Mechanics *OR* General Physics II *OR* Physics II – Electricity and Magnetism *recommended first semester enrolled*	4
MATH 104	College Algebra and Trigonometry (or higher) *recommended first semester enrolled*	3
PSY 101	Introductory Psychology	3
SOC 101	Introductory Sociology	3
	Behavioral or Social Science Elective (Cannot be a GIS, GEOG or ASL designation)	3
SUB-TOTAL		**34**
TOTAL CREDIT HOURS		**64**

Respiratory Therapy

For transfer to a Respiratory Therapy program

Respiratory Therapists aid people with breathing issues due to disease or injury. They require excellent interpersonal skills and work closely with patients and their families. Students are admitted to SUNY Upstate Medical University on a Fall rotation. SUNY Upstate Medical University graduates are eligible for national certification through the National Board for Respiratory Care and to become licensed in New York State.

COURSES		CREDIT HOURS
A. LIBERAL ARTS REQUIREMENTS *(for a Cayuga degree)*		
ENGL 270	Technical Writing	3
	The Arts or World Languages General Education	3
	General Education US History and Civic Engagement *OR* General Education World History and Global Awareness	3
	Math Elective (MATH 106, 108 or 214)	3
	Natural Science Electives (Any CHEM, BIOL, PHYS, GEOL)	4
	Health Elective	1
	Physical Education Electives	2
	Liberal Arts Electives (Cannot be an ART, MUSI, THA, GIS, ENGR or ELEC designation)	11
SCI 200	Science for Social Justice Seminar	3
SUB-TOTAL		**33**

B. CORE COURSE ENTRANCE REQUIREMENTS *(SUNY Upstate)*		
CHEM 103	General Chemistry I	4
ENGL 101	Freshman English I	3
ENGL 102	Freshman English II	3
BIOL 203	Anatomy & Physiology I	4
BIOL 204	Anatomy & Physiology II	4
MATH 104	College Algebra and Trigonometry or higher *Recommended first semester enrolled*	3
BIOL 216	General Microbiology	4
PSY 101 ***OR*** SOC 101	Introductory Psychology ***OR*** Introductory Sociology	3
SUB-TOTAL		**28**
TOTAL CREDIT HOURS		**61**

Human Services AS

The curriculum listed on this page represents the minimum coursework for the AS in Human Services.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Identify various types of human service organizations and their roles and mission.

- Demonstrate knowledge of the frameworks, models, and intervention strategies in the delivery of services.

- Demonstrate as appropriate, the helping skills utilized in human service fields.

- Apply a critical awareness of ethics and the social, economic, and cultural forces that impact individuals, families, and communities.

- Exhibit professional competency by successfully completing internships.

Career Possibilities

- Social Workers

- Social and Human Service Assistants

- School Counselors and Psychologists

- Marriage and Family Therapists

- Teacher Aides or Assistants

- Parole/Probation Officers

- Counselors in Substance Abuse, Behavioral Disorders, and Mental Health

- Community Health Workers

Transfer Information

Students planning to transfer into a four-year degree program in Human Services or a related field of study should contact their advisor, the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement, or the Human Services Program coordinator to plan the most appropriate course sequence for optimum transferability.

Cayuga's Human Services degree has articulation agreements with SUNY Albany, Cortland, SUNY Empire, Keuka, and Nazareth Colleges.

Graduation Requirements

No special requirements. The syllabus for all High School courses lists D- as the minimum passing grade but points out that they will not likely transfer to another institution.

General Information

The Human Services A.S. degree prepares students to enter the human service field. The program also provides concentration options for those who wish to focus on Social Work or Human Services or transfer and earn a Baccalaureate degree in a related field by providing professional and general education courses that parallel the first two years in a four-year institution. Students learn the basic knowledge, techniques, and ethics of the helping professions and gain valuable experience by completing internships at local social service agencies.

Degree Requirements

The curriculum listed on this page is required for the AS degree in Human Services. Transfer credit for Human Services will only be granted after the division chair reviews the transcript.

Candidates for the AS in Human Services must meet the following requirements:

- Completion of all required credits – 62-63 total

- A cumulative average of no less than 2.0

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
HS 101	Introduction to Human Services	3
PSY 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
	Elective	3
		15
SECOND SEMESTER		
ENGL 102	Freshman English II	3
HS 102	Human Service Theory	3
MATH 121 *OR* MATH 214	Fund Statistics Tech *OR* Statistics	3
PSCI 102	American Government	3
	Elective	3
	HLTH or PE Elective	1
		16
THIRD SEMESTER		
ENGL 220 *OR* ENGL 221 *OR* ENGL 222	Interpersonal Communications *OR* Effective Speech: Public Address *OR* Effective Speech: Group Discussion	3
	General Education World History and Global Awareness *OR* General Education The Arts	3
	General Education Science Elective (recommend BIOL 100: Human Biology)	3-4
HS 105	Human Services Internship & Seminar	2
	Elective	3
		14-15
FOURTH SEMESTER		
HS 106	Human Services Internship Seminar	2
	General Education History Elective	3
	General Education Liberal Arts Elective	3

	Elective	3
	Elective	3
	Elective	3
		17
TOTAL CREDIT HOURS		**62-63**

Human Services Concentrations

Students in the Human Services A.S. program may select one of the following concentrations to complete degree requirements.

Curriculum requirements for each are listed below.

- When planning your schedule, carefully note prerequisites, course sequencing, and availability of courses.

- To plan the most appropriate course selection, you should consult with your intended four-year transfer institution.

Consult with an academic advisor before scheduling courses for a concentration.

Corrections/Parole

The following courses must be completed:

COURSES		CREDIT HOURS
CJ 111	Introduction to Justice Systems	3
CJ 121	Institutional Corrections	3
CJ 213	Community Corrections	3
SOC 105	Deviant Behavior	3
ENG 270	Technical Writing	3

Drug and Alcohol Rehabilitation

The following courses must be completed:

COURSES		CREDIT HOURS
PSY 220	Psychology of Alcohol, Drug Use & Abuse	3
PSY 221	Assessment, Evaluation & Treatment	3
SOC 110	Race and Ethnicity	3
SOC 105	Deviant Behavior	3

Educational Support

The following courses must be completed:

COURSES		CREDIT HOURS
PSY 217	Introduction to Children with Exceptionalities	3

PSY 215 *OR* PSY 216	Child Psychology *OR* Adolescent Psychology	3
SOC 110	Race and Ethnicity	3
EDU 202	Foundations of American Education	3

Human Resources/Management

The following courses must be completed:

COURSES		CREDIT HOURS
BUS 150	Basic Communications 3	3
BUS 225	Microcomputer Application Software	3
BUS 200	Principles of Management	3
BUS 101 *OR* BUS 206 *OR* BUS 245	Accounting Principles I *OR* Human Resource Management *OR* Supervisory Management	3-4

Social Work

The following courses must be completed:

COURSES		CREDIT HOURS
PSY 206	Abnormal Psychology	3
PSY 212	Development Psychology - Life Span	3
PSY 215 *OR* PSY 216	Child Psychology *OR* Adolescent Psychology	3
SOC 110	Race and Ethnicity	3

Human Services AS

The curriculum listed on this page represents the minimum coursework for the AS in Human Services.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Identify various types of human service organizations and their roles and mission.

- Demonstrate knowledge of the frameworks, models, and intervention strategies in the delivery of services.

- Demonstrate as appropriate, the helping skills utilized in human service fields.

- Apply a critical awareness of ethics and the social, economic, and cultural forces that impact individuals, families, and communities.

- Exhibit professional competency by successfully completing internships.

Career Possibilities

- Social Workers

- Social and Human Service Assistants

- School Counselors and Psychologists

- Marriage and Family Therapists

- Teacher Aides or Assistants

- Parole/Probation Officers

- Counselors in Substance Abuse, Behavioral Disorders, and Mental Health

- Community Health Workers

Transfer Information

Students planning to transfer into a four-year degree program in Human Services or a related field of study should contact their advisor, the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement, or the Human Services Program coordinator to plan the most appropriate course sequence for optimum transferability.

Cayuga's Human Services degree has articulation agreements with SUNY Albany, Cortland, SUNY Empire, Keuka, and Nazareth Colleges.

Graduation Requirements

No special requirements. The syllabus for all High School courses lists D- as the minimum passing grade but points out that they will not likely transfer to another institution.

General Information

The Human Services A.S. degree prepares students to enter the human service field. The program also provides concentration options for those who wish to focus on Social Work or Human Services or transfer and earn a Baccalaureate degree in a related field by providing professional and general education courses that parallel the first two years in a four-year institution. Students learn the basic knowledge, techniques, and ethics of the helping professions and gain valuable experience by completing internships at local social service agencies.

Degree Requirements

The curriculum listed on this page is required for the AS degree in Human Services. Transfer credit for Human Services will only be granted after the division chair reviews the transcript.

Candidates for the AS in Human Services must meet the following requirements:

- Completion of all required credits – 62-63 total

- A cumulative average of no less than 2.0

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
HS 101	Introduction to Human Services	3
PSY 101	Introduction to Psychology	3
SOC 101	Introduction to Sociology	3
	Elective	3
		15
SECOND SEMESTER		
ENGL 102	Freshman English II	3
HS 102	Human Service Theory	3
MATH 121 *OR* MATH 214	Fund Statistics Tech *OR* Statistics	3
PSCI 102	American Government	3
	Elective	3
	HLTH or PE Elective	1
		16
THIRD SEMESTER		
ENGL 220 *OR* ENGL 221 *OR* ENGL 222	Interpersonal Communications *OR* Effective Speech: Public Address *OR* Effective Speech: Group Discussion	3
	General Education World History and Global Awareness *OR* General Education The Arts	3
	General Education Science Elective (recommend BIOL 100: Human Biology)	3-4
HS 105	Human Services Internship & Seminar	2
	Elective	3
		14-15
FOURTH SEMESTER		
HS 106	Human Services Internship Seminar	2
	General Education History Elective	3
	General Education Liberal Arts Elective	3

	Elective	3
	Elective	3
	Elective	3
		17
TOTAL CREDIT HOURS		**62-63**

Information Technology AS

This program allows students to build a foundation for transfer into four-year information technology or other technology-related programs. Information Technology focuses on designing and managing technologies for user productivity. IT careers are in high demand and include specialties in game design, web design and administration, network administration, and information security.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Acquire knowledge and methods of the appropriate technologies to help individuals or organizations achieve IT goals and objectives.

- Manage the information technology resources of an individual or organization.

- Demonstrate independent critical thinking and problem-solving skills.

- Apply ethical standards in the practice of information technology

- Gain competency working in teams and communicating with others.

- Recognize the need for continued learning throughout an individual's career.

- Facilitate transfer into a related four-year program.

Career Possibilities

Transfer to a four-year program provides training for careers such as games designer, network and data communications analyst, network administrator, web developer, web administrator, IT consultant, computer security specialist, security engineer, systems administrator, and database administrator.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

The curriculum listed on this page is required for an AS degree in Information Technology. Students must choose a particular concentration area and use the courses listed in concentration areas (see next page) to fulfill degree requirements. Any exception must have the written consent of the Division of Natural and Health Sciences, Mathematics, and Technology Chair.

The minimum math prerequisite for earning credit toward this program is MATH 104 College Algebra and Trigonometry which could be used for elective credit; however, to get the most out of the program, the student should place into MATH 106 Pre-Calculus.

General Education Requirements must be met before the AS degree will be granted.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
CS 120	Foundations of Computer Science	3
BUS 225	Application Software	3
MATH 106	Pre-Calculus (or higher)	3
	Math Elective ****	3
		15
SECOND SEMESTER		
ENGL 102	Freshman English II	3
CS 225	Networking	3
MATH 212 *OR* MATH 214	Discrete Math *OR* Statistics	3
	Concentration Elective *	3
	General Education DEISJ	3
		15
THIRD SEMESTER		
CS 222 *OR* CS 200	Programming in C/C++ *OR* Programming in Visual Basic	3
HIST 103 *OR* HIST 104 *OR* HIST 105	Pre-History and Early American History *OR* 19th Century American History *OR* America in the 20th and 21st Centuries	3
	Behavioral/Social Science	3
	Concentration Elective *	3
	Lab Science **	4
	Health or Physical Education	1
		17
FOURTH SEMESTER		
CS 219	Database Management Systems	3
CS 238	Java	3
	General Education The Arts or World History and Global Awareness **	3

	Concentration Elective *	3
	Lab Science ***	4
		16
TOTAL CREDIT HOURS		**63**

* The courses listed in concentrations below must be used to fulfill degree requirements.

** Depending on the concentration, students should choose an Art or Other Civilizations elective that optimizes general education credits.

*** Must be a sequence of one of the following: BIOL 103-104 or BIOL 225, 226 CHEM 103, 104 or PHYS 103, 104 or PHYS 200, 201 GEOL 110, 111.

**** MATH 112, 115, 116 or 121 will not fulfill Math requirement.

Information Technology Concentrations

Consult with an academic advisor before scheduling courses for a concentration.

Creative Game Design

This concentration will develop skills related to video game design. It provides a mix of computer art, programming, scriptwriting, and telecommunications media courses and gives students a broad perspective of the elements in today's gaming industry. The courses emphasize learning through hands-on labs and projects.

Choose any 3 courses for the concentration (9 credits):

COURSES		CREDIT HOURS
ART 112	Two-Dimensional Design	3
ART 215	Computer Graphics/Illustration	3
ART 252	Photoshop	3
ENGL 239	Video Game Narrative	3
TELC 176	Video Game Design	3
TELC 178	Digital Animation	3

Cybersecurity

This concentration will build a foundation for one of the fastest-growing careers today, based on the growing need for investigating computer crime and securing databases. The courses serve as a foundation for transfer into an information security or computer forensics degree program at a four-year institution.

Choose any 3 courses for the concentration (9 credits):

COURSES		CREDIT HOURS
CJ 111	Introduction to Justice Systems	3
CJ 115	Criminal Law	3
CJ 119	Criminal Investigations	3
CJ 123	Laws of Evidence	3
CJ 215	Systems Analysis and Design	3
CS 237	Internet Security	3

Network Administration

This concentration will build a foundation for network design, installation, maintenance, and security and prepare students for further study and certification in network administration. Network administration is one of the fastest-

growing career fields, especially in network security.

Choose any 3 courses for the concentration (9 credits):

COURSES		CREDIT HOURS
BUS 101	Principles of Accounting I	3
BUS 200	Principles of Management	3
BUS 226	Advanced Microcomputer Applications Software	3
CS 227	Microsoft Windows Server Administration	3
CS 215	Systems Analysis	3
CS 237	Internet Security	3
CS 228	Introduction to Unix/Linux	3

Web Design

This concentration is designed to build a strong foundation for programming and designing websites and working with multimedia-rich elements for web design.

Choose 3 courses for the concentration (9 credits); at least one of the courses must be ART 215 or ART 252:

COURSES		CREDIT HOURS
ART 215	Computer Graphics/Illustrator	3
ART 252	Photoshop	3
CS 215	Systems Analysis	3
CS 235	Web Page Design and Development	3
CS 237	Internet Security	3
CS 238	Introduction to Unix/Linux	3
TELC 178	Digital Animation	3

Liberal Arts and Sciences: Adolescence Education AA

This program is designed for students interested in transferring to a bachelor's degree program in Adolescence Education at a SUNY institution.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Demonstrate knowledge and skills needed to meet competencies required of students pursuing further education at a SUNY program in Adolescence Education.

- Demonstrate effective critical thinking and problem-solving skills.

- Demonstrate competency in oral and written communication skills, including reading aloud, interpreting written materials, and speaking clearly in front of groups of students, families, and colleagues.

- Demonstrate proficiency in using computers and other appropriate applications, including skills to enhance oral presentations and written assignments.

- Demonstrate an understanding of the legal and ethical standards of the profession, including an awareness of the implications of their behavior and actions.

- Demonstrate an understanding of their role as advocates for children and their families, as mandated reporters of child abuse and neglect, as advocates for diversity, and as conscientious and dedicated professionals involved in the field of education.

Additional Information

A prior felony conviction may hinder a student's ability to enroll in a course or complete certain academic program requirements and meet the licensure criteria required by certain professions. Students may be required to have police and child abuse clearances and physicals before beginning field experience classes. Individuals with certain criminal histories cannot satisfy field experience requirements to complete the degree. In addition, students must submit to alcohol and drug testing upon request by the College or any cooperating field placement sites.

Students who test positive are subject to removal from the field placement and will, therefore, be unable to satisfy the requirements for completing the degree. Refusal to submit to the test will result in the student being asked to leave the field placement site. It may result in dismissal from the course and the program. Students must be able to satisfactorily and safely perform the duties associated with the care and education of children. Technical Standards for the degree are available from the Division Chair.

Transfer Information

Students planning to transfer to a SUNY four-year degree program in Adolescence Education should contact their advisor, the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement, or the Division Chair.

Note: This program may not be appropriate for students interested in transferring to private colleges or

universities; students should consult with their chosen institution to plan the most suitable course sequence.

Degree Requirements

Students in this program must complete one of the following concentrations to satisfy degree requirements: Biology, Chemistry, Earth Science, English, History/Social Studies, or Mathematics (see next page). Students must complete a minimum of 12 credit hours in one of the designated concentrations. In some cases, liberal arts electives may be needed to fulfill concentration requirements.

Transfer credit for Early Childhood or Education courses will only be granted after transcript review by the Division Chair.

General Education Requirements must be met before the degree will be granted.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
	Concentration Elective	3
	World Language *	3
PSY 101	Introductory Psychology	3
	Mathematics General Education * (MATH 102 or higher)	3
	Physical Education	1
		16
SECOND SEMESTER		
ENGL 102	Freshman English II	3
	World Language *	3
PSY 216	Adolescent Psychology	3
HIST 111 *OR* HIST 112	World Civilizations I *OR* World Civilizations II	3
	Concentration Elective	3
		15
THIRD SEMESTER		
ENGL 201 *OR* ENGL 202	World Literature I *OR* World Literature II	3
	Mathematics or Science Elective **	3
	Health	1
	Physical Education	1
	Liberal Arts Elective	3
	The Arts Elective †	3
	Elective	3
		17
FOURTH SEMESTER		
HIST 103 *OR* HIST 104 *OR* HIST 105	Pre-History and Early American History *OR* 19th Century American History *OR* America in the 20th and 21st Centuries	3

SOC 110	Race and Ethnicity	3
	Liberal Arts Elective	3
	General Education: Natural Science and Scientific Reasoning **	3
EDU 202	Foundations of American Education	3
		15
TOTAL CREDIT HOURS		**63**

* Although Spanish 111 and 112 will fulfill degree requirements and SUNY General Education requirements at Cayuga, they may still need to satisfy requirements at the transfer institution. Students should contact their prospective transfer institution before enrolling in these courses. American Sign Language may be used to fulfill the World Language General Education requirement for students in this program.

** A combination of two science disciplines (Biology/Geology or Chemistry/Physics) is recommended. At least one must be a lab science. Students should contact their prospective transfer institution before enrolling in these courses.

† See General Education Requirements.

Liberal Arts and Sciences: Adolescence Education Concentrations

Students in the Liberal Arts and Sciences: Adolescence Education AA program must select one of the following concentrations to complete degree requirements: Biology, Chemistry, Earth Science, English, History/Social Studies, or Mathematics. Curriculum requirements for each are listed below.

- You must complete a minimum of 12 credit hours in one of the designated concentrations.

- When planning your schedule, carefully note prerequisites, course sequencing, and availability of courses.

- Consult your intended four-year transfer institution to plan the most appropriate course selection.

Consult with an academic advisor before scheduling courses for a concentration.

Biology Concentration

The following courses must be completed:

- BIOL 103 and 104

- CHEM 103 and 104

Chemistry Concentration

The following courses must be completed:

- CHEM 103, 104, 207, and 208

- MATH 108 and 201

Earth Science Concentration

The following courses must be completed:

- CHEM 103 and 104

- GEOL 110 and 111

English Concentration

The following courses must be completed:

- ENGL 101, 102, and 209

- Choose one: ENGL 203, 204, 205, 206, 235, 245, or 247

History/Social Studies Concentration

The following courses must be completed:

- HIST 103 & 105

- Choose two: ECON 201, ECON 202, PSCI 102

Mathematics Concentration

The following courses must be completed:

- MATH 108, 201, 202, and 203

Other Cayuga Programs

Cayuga offers several additional programs for individuals interested in working with children in various settings. Options available include Teacher Assistant coursework, CDA (Child Development Associate) coursework, an Early Childhood Certificate, an Early Childhood AAS, an AA in Liberal Arts and Sciences / Childhood Education, and an AA in Liberal Arts and Sciences / Humanities and Social Sciences with concentrations in Early Childhood or Education. For details, contact the Division Chair.

Liberal Arts and Sciences: Childhood Education AA

This program is designed for students interested in transferring to a bachelor's degree program in Childhood Education at a SUNY institution.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Demonstrate knowledge and skills needed to meet competencies required of students pursuing further education at a SUNY program in Childhood Education.

- Demonstrate effective critical thinking and problem-solving skills.

- Demonstrate competency in oral and written communication skills, including reading aloud, interpreting written materials, and speaking clearly in front of groups of students, families, and colleagues.

- Demonstrate proficiency in using computers and other appropriate applications, including skills to enhance oral presentations and written assignments.

- Demonstrate an understanding of the legal and ethical standards of the profession, including an awareness of the implications of their behavior and actions.

- Demonstrate an understanding of their role as advocates for children and their families, as mandated reporters of child abuse and neglect, as advocates for diversity, and as conscientious and dedicated professionals involved in the field of education.

Transfer Information

Students planning to transfer to a SUNY four-year degree program in Childhood Education should consult with their advisor, the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement, or the Education Coordinator.

> **Note:** This program may not be appropriate for students interested in transferring to private colleges or universities; students should consult with their chosen institution to plan the most suitable course sequence.

Additional Information

Students must be able to satisfactorily perform duties associated with the care and education of children from birth to eight years of age. Technical Standards for the degree are available from the Division Chair.

Degree Requirements

Students in this program must complete one of the following concentrations to satisfy degree requirements: English, General Science, or History/Social Studies (for required courses, see next page). Students must complete a minimum of 12 credit hours in one of these concentrations. In some cases, liberal arts electives must be used to fulfill concentration requirements.

Transfer credit for Early Childhood or Education courses will only be granted after the Division Chair reviews the transcript. General Education Requirements must be met before the degree will be granted.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
HIST 111 *OR* HIST 112	World Civilization I *OR* World Civilization II	3
	World Language *	3
PSY 101	Introductory Psychology	3
MATH 115	Elementary Mathematics I	3
		15
SECOND SEMESTER		
ENGL 102	Freshman English II	3
	World Language *	3
PSY 215	Child Psychology	3
MATH 116	Elementary Mathematics II	3
SOC 110	Race and Ethnicity	3
		15
THIRD SEMESTER		
ENGL 201 *OR* ENGL 202	World Literature I *OR* World Literature II	3
HIST 103 *OR* HIST 104 *OR* HIST 105	Pre-History and Early American History *OR* 19th Century American History *OR* America in the 20th and 21st Centuries	3
	Gen Ed: Natural Science and Scientific Reasoning	3
	Liberal Arts or Concentration Elective	3
	The Arts Elective †	3
	Elective (recommended: EDU 120 Technology for Teachers)	2
		17
FOURTH SEMESTER		
ENGL 209	Children's Literature	3
	Liberal Arts or Concentration Elective	3
	Science or Concentration Elective **	3

PE 199	Physical Education for Children	2
EDU 202	Foundations of American Education	3
	Health	1
		15
TOTAL CREDIT HOURS		**62**

* Although Spanish 111 and 112 will fulfill degree requirements and SUNY General Education requirements at Cayuga Community College, they may not satisfy requirements at the transfer institution. Students are advised to contact their prospective transfer institution before enrolling in these courses; American Sign Language may be used to satisfy the world language General Education requirement for students in this program.

** A combination of two science disciplines is recommended (Biology/Geology or Chemistry/Physics). Students should contact their prospective transfer institution before enrolling in these courses.

† See General Education Requirements for The Arts

Liberal Arts and Sciences: Childhood Education Concentrations

Students in the Liberal Arts and Sciences: Childhood Education AA program must select one of the following concentrations to complete degree requirements: English, General Science, or History/Social Studies. Curriculum requirements for each are listed below.

- You must complete a minimum of 12 credit hours in one of the designated concentrations.

- When planning your schedule, pay close attention to prerequisites, course sequencing, and availability of courses.

- You should consult with your intended transfer institution to plan the most appropriate course selection.

Consult with an academic advisor before scheduling courses for a concentration.

English Concentration

The following courses must be completed:

- ENGL 101, 102, and 209

- Choose one: ENGL 203, 204, 205, 206, 235, 245, or 247

General Science Concentration

Four of the following courses must be completed:

- BIOL 103, 104, 225, 216

- CHEM 103, 104

- GEOL 110, 111

- PHYS 103, 104

History/Social Studies Concentration

The following courses must be completed:

- HIST 103 & 105

- Choose two: HIST 111, 112, 217

Other Cayuga Programs

Cayuga offers several additional programs for individuals interested in working with children in a variety of settings. Options available include Teacher Assistant coursework, CDA (Child Development Associate) coursework, Early Childhood Certificate, Early Childhood AAS, AA in Liberal Arts and Sciences / Childhood Education, and AA in Liberal Arts and Sciences / Humanities and Social Sciences with concentrations.

Liberal Arts and Sciences: Humanities and Social Sciences AA

This program is designed for students who plan to transfer and continue their humanities or social sciences studies, leading to a bachelor's degree.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Demonstrate a general understanding of our human and natural environment

- Utilize methods of investigation and expression to communicate meaning to others

- Demonstrate proficiency in academic skills (research, critical thinking, problem-solving) needed to master specialized fields

- Display a general ability to understand and evaluate information

- Demonstrate an awareness of diverse cultures

- Possess an awareness of various career options

- Continue your education at a 4-year institution

Career Possibilities

Graduates may work as economists, authors, sociologists, political scientists, elementary, middle, and high school principals, kindergarten and elementary school teachers, special education teachers, preschool teachers, historians, museum workers, psychologists, paralegals, legal assistants, anthropologists, archeologists, or social workers.

Degree Requirements

General Education Requirements must be met before the AA degree will be granted.

Credit Requirements

A minimum of 62 credits with an average grade of C (2.000).

Curriculum Requirements

The course of study leading to this degree should be an organized curriculum comprised primarily of courses in the Liberal Arts and Sciences.

English and Humanities

18 credit hours

COURSES	CREDIT HOURS

ENGL 101-102	6
ENGL 201-206	3
Humanities	3
Electives	6
TOTAL CREDIT HOURS	**18**

Humanities: Art, World Languages, Music, Philosophy, Theatre Arts. ENGL 101 or higher will fulfill English and Humanities requirements.

Behavioral and Social Sciences

12 credit hours

At least 3 credit hours in:
ANTH 101, ECON 201, ECON 202, PSY 101, or SOC 101.

3 credit hours in:
HIST 101, 102, 103, 104, or 105

6 credit hours in:
Behavioral and Social Sciences: Anthropology, Economics, Geography, Geographic Information Systems (GIS 111, GIS 205 only), History, Political Science, Psychology, Sociology.

Natural Sciences and Mathematics

9-12 credit hours

To fulfill the mathematics/science requirement for the A.A. Liberal Arts degree, select one of the following:

- **OPTION 1:** 3-4 credit hours in math and two 4-credit hour science courses.

- **OPTION 2:** 3-4 credit hours in math and three 3-credit hour science courses

- **OPTION 3:** 6-8 credit hours in math and one 3-4 credit hour science course.

Natural Sciences: biology, chemistry, geology, GIS 101, and physics.

For Option 3, MATH 115 and 116 will fulfill math, General Education, and computer literacy requirements.

For Options 1 and 2, MATH 102 or higher (except 115 or 116) will fulfill the math requirement. For Option 3, MATH 101 or higher (except 115 or 116) will fulfill the math requirement.

MATH 101, BIO 209, BIO 213, and CHEM 108 will not satisfy General Education requirements.

Liberal Arts Electives

9 credit hours

See Elective Course Disciplines for definition.

World History and Global Awareness/The Arts

3 credits from either World Civilizations or The Arts

See General Education Requirements for a listing of acceptable course choices. If any listed course has been taken to meet another requirement, then the "World History and Global Awareness or The Arts" requirement has been met.

Electives

8-11 credit hours

Adequate to meet a total of 62 credit hours. No more than 6 credit hours total in MUSI 100 and Physical Education courses carrying fewer than 3 credits may be applied toward the AA degree. Students planning to seek a Bachelor of Arts degree should complete a World language through the intermediate level.

Health and Physical Education

1 credit hour in Health
1 credit hour in Physical Education

Liberal Arts and Sciences: Humanities and Social Sciences Concentrations

Concentrations offer focused Literature, Music, Theatre, and Writing electives for enhanced career and transfer opportunities. Enrollment in these concentrations is only available to students matriculated in the Liberal Arts and Sciences: Humanities and Social Sciences AA degree.

Concentrations are not majors or required to earn the Liberal Arts/Humanities and Social Sciences degree. Consult with an academic advisor before scheduling courses for a concentration.

Consult with an academic advisor before scheduling courses for a concentration.

Early Childhood

This program is designed for students seeking the flexibility of a Liberal Arts A.A. degree with specific coursework in Early Childhood Education.

To complete the concentration, ECH 101, 102, 106, and 110 are required and will fulfill the 8–11 general electives needed for the Liberal Arts degree. MATH 115 and 116 are recommended.

To graduate with an A.A. degree in Liberal Arts with an Early Childhood concentration, the student must demonstrate competency (a grade of C- or higher) in the core early childhood courses (ECH 101, 102, 106, 110, and BEH 101). This requirement applies to students who have transferred credits to Cayuga from other colleges.

Students must have a cumulative GPA of 2.3 or higher to enroll in Classroom Observation coursework (ECH 106).

Transfer for Early Childhood or Education course credit will only be granted after transcript review by the Education Coordinator.
Students must be physically able to satisfactorily and safely perform duties associated with caring for and educating children from birth to eight years of age.

Cayuga has an articulation agreement for transfer to Keuka College. In addition, transfer arrangements have been made with SUNY Cortland, SUNY Oswego, and SUNY Fredonia.

Note: A prior felony conviction may hinder a student's ability to enroll in a course or complete the requirements of certain academic programs and/or meet the criteria for licensure required by certain professions. Students may be required to have police and child abuse clearances and physicals before beginning field experience classes. Individuals with certain criminal histories will not be able to satisfy field experience requirements for the completion of the degree. In addition, students are required to submit to alcohol and/or drug testing upon request by either the College or any of the cooperating field placement sites. Students who test positive are subject to removal from the field placement and will, therefore, not be able to satisfy the requirements for the completion of the degree. Refusal to submit to the test will result in the student being asked to leave the field placement site and may result in dismissal from the course and/or the program. Students must be able to satisfactorily and safely perform the duties associated with the care and education of children. Download the Technical Standards for the degree.

Education

This program is designed for students who plan to transfer to a bachelor's degree program at a non-SUNY school to continue their studies in a childhood or adolescence education program.

To complete the Education concentration, the following course is required: EDU 202. In addition, at least 6 credit hours from the following courses are required: EDU 120, PSY 215 or 216, PSY 217 BEH 101, SOC 110
Students must be able to satisfactorily and safely perform the duties associated with the care and education of children. Technical Standards for the degree may be obtained from the Education Coordinator or the Office of Accessibility Resources. For further information, contact the Division Chair.

Transfer for Early Childhood or Education course credit will only be granted after the Division Chair reviews the transcript. Because of varying requirements among bachelor's degree programs, students should contact Cayuga's transfer counselor or Education coordinator to maximize the transferability of coursework to the desired institution.

Note: Students may be required to have police and child abuse clearances and physicals before beginning field experience classes. Individuals with certain criminal histories cannot satisfy field experience requirements to complete the degree. In addition, students must submit to alcohol and drug testing upon request by the College or any cooperating field placement sites. Students who test positive are subject to removal from the field placement and will, therefore, be unable to satisfy the requirements for completing the degree. Refusal to submit to the test will result in the student being asked to leave the field placement site. It may result in dismissal from the course and the program. Download the Technical Standards for the degree.

Health Careers

The concentration in Health Careers is designed for students interested in furthering their education in health-related programs. Coursework includes foundational courses required for many degree programs related to health careers. This concentration would also provide an advising track for students so they can benefit from holistic advisement and support tied to the healthcare workforce.

Organize your concentration in the following way:

COURSES	CREDIT HOURS
PSY 101: Introductory Psychology	3
PSY 212: Developmental Psychology – Life Span	3
SOC 101: Introductory Sociology	3
ENGL 222: Effective Speech: Group Discussion *OR* ENGL 220: Interpersonal Communications *OR* ENGL 221 Effective Speech: Public Address	3
Choose one of the following Biology electives: BIOL 100, 101, 203, 204, 216	
Choose one of the following Chemistry/Math electives: **CHEM 101, CHEM 103, CHEM 104 or MATH 214**	
Two 4 credits in General Education Natural Science and Scientific Reasoning	

History

This concentration is designed for students interested in furthering their education in history, museum studies, or social science research. A concentration in history will benefit those working in or members of historical associations. Our courses are designed to transfer to colleges offering bachelor's level studies. The concentration (depending on the courses chosen) can be oriented to local and regional historical subjects.

A concentration in history requires 12 credit hours of history courses. To qualify for the concentration, students must complete one general education history course and three additional history courses, two of which must be 200-level history courses.

Organize your concentration in the following way:

COURSES	CREDIT HOURS
Choose one	
General Education: HIST 101-112	3
Choose two:	
200 level histories	6
Choose one:	
course from any of the history offerings.	3

Literature

The concentration in Literature is designed to prepare students for transfer to a bachelor's degree in English Studies or English Education.

Within an A.A. degree this concentration requires a minimum of 4 literature courses. Students planning to transfer to a baccalaureate program should contact their future school as early as possible to determine the best course selection from those listed.

All courses listed below may be used as English, Liberal Arts, or free electives.

Choose 2-4 courses from English 201-207:

COURSES	
ENGL 201	World Literature I *
ENGL 202	World Literature II *
ENGL 203	American Literature to the Late 19th Century
ENGL 204	American Literature Late 19th Century to Present
ENGL 205	English Literature to the 19th Century †
ENGL 206	English Literature 19th Century to Present †
ENGL 207	Shakespeare

Choose 0–2 from the following specialized courses:

COURSES	
ENGL 209	Children's Literature
ENGL 226	Contemporary American Novels
ENGL 227	Poetry: Poems and Poets
ENGL 230	The Bible as Literature
ENGL 235	Women and Writing
ENGL 237	Film and Literature
ENGL 240	Mythology *
ENGL 245	African-American Literary Traditions
ENGL 247	Native American Myth, Legend, Literature
ENGL 250	Folklore
ENGL 255	Science Fiction and Fantasy
ENGL 291-294	Special Topics

* Meets General Education requirements for Other World Civilizations/The Arts.
† Meets General Education requirements for Western Civilization.

Music

This concentration is designed for students who plan to transfer into Music programs at four-year colleges and universities.

Choose the following to fulfill 9 credits of humanities and 3-6 credits of liberal arts or free electives.

COURSES		CREDIT HOURS
MUSI 101	Music Appreciation	3
MUSI 200	Applied Music Lessons	2
MUSI 102 *OR* MUSI 111	Jazz *OR* Rock	3 *OR* 3
MUSI 115 *OR* MUSI 100	Jazz Ensemble *OR* College Chorus	3 *OR* 1-3

Psychology

This concentration is designed for students interested in studying psychology, human services, social work, or education upon transfer to a bachelor's degree program. As a concentration within the Liberal Arts/Humanities and Social Sciences degree, this concentration enables students to choose from various psychology courses offered at Cayuga by selecting courses in the behavioral sciences, liberal arts, or free elective categories.

All students within this concentration must take the prerequisite Psychology 101 (Introductory Psychology), which fulfills a General Education requirement.

Students must take 3 additional psychology courses from the following list.

Note: For all courses except PSY 217, PSY 101 is a prerequisite. Some courses listed may not be offered each semester.

COURSES		CREDIT HOURS
PSY 203	Social Psychology	3
PSY 205	Psychology of Personality	3
PSY 206	Abnormal Psychology	3
PSY 210	Psychology of Human Relationships	3
PSY 212	Developmental Psychology – Life Span	3
PSY 215	Child Psychology	3
PSY 216	Adolescent Psychology	3
PSY 217	Introduction to Children with Exceptionalities	3
PSY 223	Introduction to Biological Psychology	3
PSY 291-294	Special Topics in Psychology	3

Due to the nature of the liberal arts components of the degree program, students should expect ease of transfer to similar programs elsewhere. Cayuga's transfer counselor can assist in planning for transfer to four-year colleges and universities.

Theatre

This concentration is designed for students who plan to transfer into Theatre programs at four-year colleges and universities, students who wish to transfer as English majors or other liberal arts majors, and students who are interested in obtaining practice in working in theater as actors, directors, and technicians.

Choose the following courses to fulfill 3 credit hours of Humanities requirements and 6 credit hours of English or Humanities elective requirements:

COURSES	
THA 101	Introduction to Theatre *
THA 113	Introduction to Technical Theatre *

THA 152	Basic Acting *

In addition, students will elect 1-2 of the following for 3 − 4 hours of Liberal Arts elective credit:

COURSES	
ENGL 207	Shakespeare
THA 110	Theatre Practicum (1-3 credits)
THA 165	Selected Topics in International Theater: The London Theater
THA 210	Creating a Character
THA 291	Special Topics in Theatre (1 credit)
THA 293	Special Topics in Theater (3 credits)

* Meets General Education requirement for The Arts

Writing

Students in this concentration experience varied writing classes in order to understand fundamental differences between writing disciplines and/or to help select writing programs upon transfer. (Within an A.A. degree this concentration requires a minimum of three writing courses beyond English 101 and 102 totaling 9-13 credits.)

COURSES		CREDIT HOURS
REQUIRED COURSE		
ENGL 120	Being Writers	1
Choose at least three from the writing courses offered below:		
ENGL 104	Advanced Expository Writing †	3
ENGL 110	Writing Research in the Discipline †	1
ENGL 121	Being Writers II†	1
ENGL 211	Creative Writing *†	3
ENGL 217 **OR** TELC 204	Writing for the Media † **OR** Journalism Practicum	3
ENGL 291-294	Selected Topics † *(if on topic of language or writing)*	1-4
ENGL 260	Professional Writing Practicum †	3
ENGL 270	Technical Writing † *One Writing Intensive (WI) course*	3-4

* Designates courses that meet the General Education requirements for Other World Civilizations/The Arts
† Under current catalog guidelines may be used as an English or Liberal Arts elective

Liberal Arts and Sciences: Mathematics and Science AS

This program is generally designed for students who plan to transfer to colleges granting baccalaureate degrees in the natural sciences, mathematics, or other STEM-related fields. It provides a balanced and broad foundation in scientific methodologies, analytical skills, and problem-solving. The curriculum is also suitable for those looking to enhance professional opportunities by developing relevant transferrable skills for the workplace.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Acquire knowledge of scientific methods to explore natural phenomena.

- Apply and communicate scientific data, concepts, and models in one or more natural sciences.

- Display competency in critical thinking skills through reasoned analysis.

- Demonstrate research and information management skills

- Integrate data from technological applications and perform analysis consistent with college-level mathematics and science course requirements.

- Acquire the knowledge and skills to be competitive and successfully transfer to a four-year degree program.

Degree Requirements

General Education Requirements must be met before the AS degree will be granted.

Credit Requirements

A minimum of 62 credits with an average C (2.0) grade.

Curriculum Requirements

The course of study leading to this degree should be an organized curriculum composed of courses in the Liberal Arts and Sciences.

COURSES		CREDIT HOURS
Natural Sciences (Gen Ed Scientific Reasoning) and **Mathematics** (Gen Ed Quantitative Reasoning)		

32 credits, to include: Biology, Chemistry, Geology, Mathematics, Physics
 	
    ■ *8 credit hours natural sciences sequence:*
     BIOL 103-104, BIOL 225-226, BIOL 203-204, BIOL 103 and 226, CHEM 103-104, CHEM 207-208, GEOL 110-111, PHYS 103-104, PHYS 200-201
 	
    ■ *6-8 credit hours mathematics*
     3-4 credits MATH 106, 108, 201-204, 212 or 214
     3-4 credits MATH 108, 201, 202, 204, or 214
 	
    ■ *16-18 credit hours science and/or mathematics electives*
 	
Note: Students who complete a mathematics sequence course with a C or better cannot take a lower sequence course for credit.
		32

General Education Written and Oral Communication		
ENGL 101	Freshman English I	3
General Education Diversity: Equity, Inclusion, and Social Justice		
SCI 200 (recommended)	Science for Social Justice Seminar	3
General Education Humanities		
ENGL 102	Freshman English II	3
	General Education Social Sciences	3
	General Education The Arts ***OR*** General Education World Languages	3
	General Education U.S. History and Civic Engagement ***OR*** Gen Ed World History and Global Awareness	3
Electives		
	Liberal Arts Electives	6
	Electives	6
TOTAL CREDIT HOURS		**62**

Liberal Arts and Sciences: Mathematics and Science Concentrations

Within the Liberal Arts Mathematics and Science degree program, concentrations in Biology, Chemistry, Geographic Information Systems (GIS), and Geology are available to emphasize experience in a particular field for career preparation or transfer. The information below lists the courses required to fulfill specific concentrations.

These concentrations are neither majors nor required to complete the Liberal Arts AS degree. The courses required for these concentrations will meet some of the Natural Sciences and Mathematics, Liberal Arts, or General Education electives that must be completed to earn a degree in Liberal Arts: Mathematics and Science.

Consult with an academic advisor before scheduling courses for a concentration.

Biology

Designed for students who wish to study Biochemistry, Pharmacy, Pre-Medicine, or other health profession areas.

COURSES		CREDIT HOURS
REQUIRED COURSES–YEAR 1		
BIOL 103 **AND** BIOL 104 **OR** BIOL 226	Biological Principles I **AND** Biological Principles II	8
OR		
BIOL 225-226	Botany and Zoology	8
CHEM 103-104	General Chemistry I–II	8
REQUIRED COGNATE AND BIOLOGY COURSES-YEARS 1 OR 2 *Sequence courses do not have to be taken as a sequence for one of them to count in the concentration. Choose 4 courses from following:*		
BIOL 203	Human Anatomy and Physiology I	4
BIOL 204	Human Anatomy and Physiology II	4
BIOL 211	Genetics	4
BIOL 214	Cell Biology	4
BIOL 216	General Microbiology	4
BIOL 223	General Ecology	4
BIOL 227	Animal Behavior	4
CHEM 207	Organic Chemistry I	4
CHEM 208	Organic Chemistry II	4
PHYS 103	General Physics I	4

PHYS 104	General Physics II	4
MATH 108	Calculus I	4
MATH 201	Calculus II	4
MATH 214	Statistics	3
OPTIONAL RECOMMENDED COURSES		
BIOL 207	Human Genetics	3
BIOL 209	Basic Nutrition	3
BIOL 208	Introduction to Environmental Science	3
BIOL 218	Emerging Infectious Diseases and Bioterrorism	3
BIOL 219	Introduction to Cancer Biology	3

Chemistry

Designed for students who plan to transfer to a four-year program and continue their studies in Chemistry or related areas such as Biochemistry, Pharmacy, Pre-Medicine, or Medical Technology programs.

COURSES		CREDIT HOURS
REQUIRED COURSES		
CHEM 103-104	General Chemistry I-II	8
CHEM 207-208	Organic Chemistry I-II	8
MATH 108, 201	Calculus I-II	8
RECOMMENDED COURSES		
PHYS 103-104	General Physics I-II	8

Geographic Information Systems (GIS)

Designed for students who plan to transfer to a four-year program and continue their studies in Geographic Information Systems or related areas such as Resources Management, Geography, Urban Planning, or Environmental Science. It is strongly recommended that students consult with their chosen school as early as possible to determine the appropriate course selection for optimum transferability.

COURSES		CREDIT HOURS
REQUIRED COURSES		
CHEM 103-104	General Chemistry I-II	8
GEOG 101	World Geography	3
BIOL 208	Introduction to Environmental Science	3

GIS 111	Introduction to GIS	3
GIS 121	Remote Sensing	3
GIS 122	Spatial Modeling with Raster GIS	3
SELECT TWO OF THE FOLLOWING BIOLOGY COURSES		
BIOL 103	General Biology I	4
BIOL 104	General Biology II	4
BIOL 225	Botany	4
BIOL 226	Zoology	4
RECOMMENDED COURSES		
BIOL 103-226	Biological Principles I-II, Botany, Zoology	8
GEOL 110	Physical Geology	4
MATH 108	Calculus I	4
MATH 214	Statistics	3

Geology

Designed for students who plan to transfer and continue their studies in Geology or related areas such as Agronomy, Cartography, Land Use Management, Teaching, or Environmental Sciences and Engineering.

COURSES		CREDIT HOURS
REQUIRED COURSES		
GEOL 101	Earth Science *	3
GEOL 110	Physical Geology	4
GEOL 111	Historical Geology	4
CHEM 103-104	General Chemistry I-II	8
MATH 108	Calculus I	4
* GEOL 101 is a prerequisite for students who have not taken high school earth science, and is strongly recommended for any student planning to enter the teaching profession.		
RECOMMENDED COURSES		
BIOL 225-226 *OR* BIOL 103-104	Botany and Zoology *OR* Biological Principles I-II	8
PHYS 103-104	General Physics	8
MATH 214	Statistics	3

Liberal Arts and Sciences: Mathematics AS

This program is designed for students who plan to transfer and continue their studies in a bachelor's degree program in mathematics.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Demonstrate effective oral and written communication skills

- Acquire the knowledge and skills needed to transfer to a mathematics-related bachelor's degree program

- Apply mathematical concepts and techniques to the problem-solving process.

- Apply technology in the problem-solving process.

- Fulfill general education requirements of the State University of New York.

Career Possibilities

A broad-based background in mathematics is excellent preparation for continued study in computer science, statistics, chemistry, physics, engineering, and other fields that use computer modeling.

Academic Preparation

A minimum of four years of high school mathematics is required.

Degree Requirements

The curriculum listed on this page is required for an AS degree in Mathematics. The Division of Natural and Health Science, Mathematics, and Technology Chair must give written consent for any exception.

General Education Requirements must be met before the AS degree will be granted.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
MATH 108	Calculus I	4
MATH 214	Statistics	3
	Science *	4
	Health or Physical Education	1
		15
SECOND SEMESTER		
ENGL 102	Freshman English II	3
MATH 201	Calculus II	4
MATH 203	Linear Algebra	3
	Science *	4
	General Elective DEISJ ***	3
		16
THIRD SEMESTER		
ENGL 221 *OR* ENGL 222	Effective Speech: Public Address *OR* Effective Speech: Group Discussion	3
MATH 202	Calculus III	4
	Computer Science Elective ****	3
HIST 103 *OR* HIST 104 *OR* HIST 105	Pre-History and Early American History *OR* 19th Century American History *OR* America in the 20th and 21st Centuries	3
MATH 212	Discrete Mathematics	3
		16
FOURTH SEMESTER		
MATH 204	Differential Equations	4
	General Education World History and Global Awareness	3
	Behavioral/Social Sciences **	6
	Elective	3
		16

TOTAL CREDIT HOURS	64

* Must be a sequence of one of the following: BIOL 103-104 or BIOL 225-226, CHEM 103-104, PHYS 103-104 or PHYS 200-201, GEOL 110-111

**At least 3 credit hours in one of the following: ANTH 101, ECON 201, ECON 202, PSY 101, or SOC 101

***SCI 200 Recommended

***CS 120, CS 200, CS 222 or CS 238

Mechanical Technology AAS

This program is designed to prepare students for employment in mechanical design and drafting. It includes an in-depth course of study in the technological aspects of the design profession.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Accurately and efficiently create 2D and 3D production drawings using CAD technology.

- Traditional machine tools and computer numerical control technology (CNC) are used to manufacture production parts following industry standards and safety protocols.

- Use knowledge of production tools and equipment, mechanical part design, production planning and workflow methods, and quality assurance tools and techniques to perform design calculations and evaluate and resolve engineering design and manufacturing issues.

- Create professional technical written documents and effectively communicate technical information to appropriate audiences.

- Demonstrate professional responsibility: work effectively as a member of a project team; meet deadlines; show respect for coworkers; provide stewardship of resources, equipment, and facilities.

Career Possibilities

CAD designer, machine designer, tool designer, architectural/mechanical drafter, engineering technician, mechanical designer, tool design, quality assurance, and CNC machining.

Transfer Information

Students should consult their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Mechanical Technology is a hands-on curriculum that provides an in-depth course of study in the technological aspects of the mechanical design profession. Students are exposed to the current technology used in the industry. They are prepared for careers in mechanical design and technology.

MATH 102 competency or equivalent is strongly recommended.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
MATH 102	Intermediate Algebra (or higher) **	3
ENGR 103	Manufacturing Materials and Processes	3
MMT 101	Machine Tools I	3
ENGR 126	Computer-Aided Design	3
		15
SECOND SEMESTER		
ENGL 102 *OR* ENGL 270	Freshman English II *OR* Technical Writing	3
MATH 114	Applied Mathematics for Technologists (or higher) **	3
MMT 102	Machine Tools II	4
ENGR 228	Solid Modelling	3
	Technical Concentration Elective *	3
		16
THIRD SEMESTER		
PHYS 103	General Physics I	4
MMT 221	Tool Design	4
	Technical Concentration Elective *	3
	Technical Concentration Elective *	4
	Health or Physical Education	1
		16
FOURTH SEMESTER		
ENGR 203	Applied Statics and Strength of Materials	4
ENGR 207	Quality Assurance	3
	Technical Concentration Elective *	4
	Gen Ed DEISJ ***	3
	Gen Ed Social Sciences	3
		17
TOTAL CREDIT HOURS		**64**

* The courses listed in concentrations that follow must be used to fulfill degree requirements

** MATH 112, 115, 116 or 121 will not fulfill requirements

*** Recommended elective: GIS 111 or GIS 205

*** Cannot be BUS 205, HS 101

Mechanical Technology Concentrations

Students must choose a particular concentration area and choose four courses from the courses listed in concentration areas to fulfill degree requirements.

Consult with an academic advisor before scheduling courses for a concentration.

Computer Aided Design (CAD)

COURSES		CREDIT HOURS
ENGR 230	Fluid Systems Design	3
MMT 220	Machine Design *	4
ENGR 125	Building Information Modeling	4
MMT 208	Advanced CAD/CAM	4
MATH 106 *OR* Math 108	Precalculus *OR* Calculus I	3-4

* This course is required for the concentration area

Facilities Design

COURSES		CREDIT HOURS
ENGR 230	Fluid Systems Design	3
ENGR 125	Building Information Modeling *	4
ENGR 220	Construction Methods and Materials	4
ENGR 221	Building Mechanical and Electrical Systems	4
ENGR 130	Renewable Energy Systems	3
BUS 260	Project Management	3
MATH 106 *OR* Math 108	Precalculus *OR* Calculus I	3-4

* This course is required for the concentration area

Mechatronics

COURSES		CREDIT HOURS
ELEC 101	Electrical Circuits	4

ELEC 209	Programmable Logic Controllers	3
ELEC 220	Industrial Power and Equipment	3
MMT 220	Machine Design *	4
MMT 208	Advanced CAD/CAM *	4
ENGR 230	Fluid Systems Design	3
MATH 106 *OR* Math 108	Precalculus *OR* Calculus I	3-4

* This course is required for the concentration area

Precision Machining

COURSES		CREDIT HOURS
MMT 220	Machine Design *	4
ELEC 101	Electrical Circuits	4
ELEC 209	Programmable Logic Controllers	3
MMT 208	Advanced CAD/CAM *	4
ENGR 230	Fluid Systems Design	3
MATH 106 *OR* Math 108	Precalculus *OR* Calculus I	3-4

* This course is required for the concentration area

Mechanical Technology AAS Plastics Technology Option

This option prepares students for work as mold technicians or process technicians in the plastics and polymer conversion industries.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Set up and operate injection molding and/or blow molding equipment.

- Select the appropriate plastic material and plastic manufacturing processes for various applications.

- Use quality assurance tools and techniques to improve plastics manufacturing processes.

- Use knowledge of production tools and equipment, hydraulics and pneumatics, and plastics manufacturing materials, processes, and workflow methods to evaluate and resolve plastics manufacturing issues.

- Create professional technical written documents and effectively communicate technical information to appropriate audiences.

- Demonstrate professional responsibility: work effectively as a member of a project team; meet deadlines; show respect for coworkers; provide stewardship of resources, equipment, and facilities.

Career Possibilities

Mold Technicians, Process Setup Technicians or Engineering Technicians in the plastics manufacturing industry.

Transfer Information

Students should consult their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

This option is designed to prepare students for a career in the evolving plastics manufacturing industry with hands-on skills in the materials and processes and production tools and equipment used in the industry. Students will obtain a foundation in mechanical design and manufacturing fundamentals, learn how to set up and operate injection molding and other equipment, and select the appropriate tooling and processes for plastics manufacturing.

Academic Preparation

MATH 102 competency or equivalent strongly recommended.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
MATH 102	Intermediate Algebra (or higher) *	3
ENGR 103	Manufacturing Materials and Processes	3
MMT 101	Machine Tools I	3
MMT 141	Fundamentals of Plastics Technology	3
		15
SECOND SEMESTER		
ENGL 102 *OR* ENGL 270	Freshman English II *OR* Technical Writing	3
MATH 114 *OR* MATH 104	Applied Mathematics for Technologists *OR* College Algebra & Trigonometry (or higher) *	3
MMT 241	Plastics Technology: Injection Molding	4
ENGR 228	Solid Modeling	4
ENGR 207	Quality Assurance	3
		17
THIRD SEMESTER		
CHEM 101 *OR* CHEM 103	Elements of General Chemistry *OR* General Chemistry I	4
MMT 221	Tool Design	4
ENGR 230	Fluid Systems Design	3
MMT 242	Plastics Technology: Blow Molding	4
	Health or Physical Education	1
		16
FOURTH SEMESTER		
ENGR 203	Applied Statics and Strength of Materials	4
ELEC	Electronics Elective	3
MMT 245	Plastics Technology Capstone	3
	Gen Ed DEISJ **	3
	Gen Ed Social Sciences	3

	16
TOTAL CREDIT HOURS	64

* MATH 112, 115, 116 or 121 will not fulfill requirements

** Cannot be BUS 205, HS 101

Media Arts: Audio Production AAS

Cayuga's media faculty has trained students to become audio and music production professionals for over two decades. Students work in state-of-the-art music recording and broadcast production studios and learn from industry professionals.

This program is designed to prepare students for entry-level audio and radio production positions.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Operate and install equipment found in the media and telecommunications industries

- Maintain and repair equipment found in media and telecommunications industries

- Continue your education at a 4-year institution

Career Possibilities

Graduates may work as recording engineers, audio engineers, audio operators, board operators, sound technicians, or mixers in the music recording industry, including radio stations, television, motion picture, and video production.

Transfer Information

Cayuga has articulation agreements for related programs offered by Roy H. Park School of Communications at Ithaca College and by SUNY College at Fredonia. For these and other transfer institutions, students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for more information. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Upon completion of the program, students will be able to perform audio functions, including music and sound recording and audio programming, mixing, re-recording, splicing, dubbing and over-dubbing, setting up and connecting sound reinforcement equipment on location, determining site characteristics, and mixing live audio.

For more information about Cayuga's Telecommunications programs, visit the Telcom website at https://telcomcayuga.com.

The curriculum on this page represents the minimum coursework required for the AAS degree in Audio Production. Some required courses are offered only in the evening.

Academic Preparation

Readiness for ENGL 101

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
COMM 101	Introduction to Mass Media	3
TELC 104	Audio Video Production Techniques I	3
	General Education Mathematics and Quantitative Reasoning	3
	Health/Physical Education	1
	Gen Ed World History and Global Awareness *OR* Gen Ed US History and Civic Engagement *OR* Gen Ed Social Sciences	3
		16
SECOND SEMESTER		
ENGL 102	Freshman English II	3
COMM 201	Media and Society	3
MUSI 170	Music Preparation for Audio Professionals	3
TELC 221	Audio Editing	4
	TELC/MUSI/COMM Elective	3
		16
THIRD SEMESTER		
COMM 207	Video Production I	4
TELC 230	Music/Multi-Track Recording	4
	TELC/MUSI/COMM Elective	3
TELC 220	Advanced Audio Production	3
	General Education Natural Science and Scientific Reasoning	3
		17
FOURTH SEMESTER		
TELC 231	Advanced Recording Techniques	4
COMM 208	Video Production II	4
TELC 275	Internship in Radio and TV	3
	TELC/MUSI/COMM Elective	3
		14

| TOTAL CREDIT HOURS | 63 |

Media Arts: Audio Production Concentrations

Concentrations are available in Beat Production, Immersive Audio, Live Sound, Radio Production, and Sound for Film and Television. These targeted courses allow you to gain specialized skills to prepare for immediate employment or transfer to a four-year degree program.

Students must consult with an academic advisor before scheduling these courses. These concentrations are designed to fulfill elective requirements within the Media Arts: Audio Production Degree and Music Production Option. They are only open to students enrolled in the Audio Production degree program or its Music Production Option.

Consult with an academic advisor before scheduling courses for a concentration.

Beat Production

This concentration prepares students for opportunities in beat production. Students in this concentration will study digital music and arranging, using pre-existing music and samples to create original compositions. This concentration will enable students to gain expertise for both employment and transfer opportunities in fields like gaming, audio production for media, music recording, and musical performance.

COURSES		CREDIT HOURS
MUSI 247	Beat Production 1	3
MUSI 248	Beat Production 2	3
MUSI 207	Digital Music Arranging	3
TOTAL CREDIT HOURS		**9**

Immersive Audio

This concentration prepares students for opportunities in the field of immersive audio. Students in this concentration will study the latest techniques of recording and mastering surround sound and immersive audio. This concentration will enable students to gain expertise for both employment and transfer opportunities in the music and audio recording industries. Students will also gain expertise in creating re-mastered music recordings, movie sound, game sound, and live immersive audio for events such as sports and concerts.

COURSES		CREDIT HOURS
MUSI 238	Immersive Audio I	3
MUSI 239	Immersive Audio II	3
TOTAL CREDIT HOURS		**6**

Live Sound

This concentration prepares students for opportunities in the field of live sound. Students in this concentration will study the art and craft of live sound reinforcement in concerts, theaters, sports venues, and exhibitions. This

concentration will enable students to gain expertise for both employment and transfer opportunities as live sound technicians, engineers, and designers.

COURSES		CREDIT HOURS
TELC 227	Live Sound	3
TELC 228	Advanced Live Sound	3
TELC 229	Concert and Event Design	3
TOTAL CREDIT HOURS		9

Radio Production

This concentration prepares students for opportunities in the field of Radio Production. Students in this concentration will study how programming is created for radio, audio streaming, and podcasting services. This concentration will enable students to gain expertise for both employment and transfer opportunities as announcers, program creators, program directors, producers, and hosts.

COURSES		CREDIT HOURS
TELC 248	Podcasting	3
TELC 245	Radio Programming and Production	3
TELC 205	Radio Practicum	3
TOTAL CREDIT HOURS		9

Sound for Film and Television

This concentration prepares students for opportunities in the field of sound for film and television. Students in this concentration will learn to record, create, mix, and edit audio for film and television programs. This concentration will enable students to gain expertise for both employment and transfer opportunities in film and TV recording, mixing, and sound design, as well as sound effects and music supervision.

COURSES		CREDIT HOURS
TELC 240	Sound Design (revised course)	3
MUSI 207	Digital Music Arranging	3
COMM 103	Intro to the Moving Image	3
TOTAL CREDIT HOURS		9

Media Arts: Audio Production AAS with Music Production Option

The Music Production Option is designed for recording students who have an interest or skills in music and wish to apply audio production techniques specific to that field.

Students who choose this option may pursue a career in music recording or transfer to a four-year program in music production. Students who want to transfer should consult with four-year schools for planning and preparation.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Apply concepts of mixing, recording, splicing, dubbing, and over-dubbing when producing audio programming

- Operate audio equipment found in the recording, radio, and television industries

- Record and edit audio material for the recording, radio, and television industries

- Produce audio programs for the recording, radio, and television industries

- Utilize audio equipment for sound reinforcement

- Utilize audio equipment on location

- Continue your education at a 4-year institution

Career Possibilities

Graduates may work as recording engineers, audio engineers, audio operators, board operators, sound technicians, or mixers in the music recording industry, including radio stations, television, motion picture, and video production.

Transfer Information

Students should contact their advisor and/or the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Students who receive a degree in Media Arts: Audio Production/Music Production Option may wish to pursue a career in music recording or transfer to a four-year program in music production. Students who want to transfer should consult with the four-year school for planning and preparation.

For more information about Cayuga's Telecommunications programs, visit the Telcom website at https://telcomcayuga.com.

Academic Preparation

Readiness for ENGL 101

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
COMM 101	Introduction to Mass Media	3
TELC 104	Audio Video Production Techniques I	3
MUSI 101	Music Appreciation	3
	TELC/MUSI/COMM Elective	1
	Health/Physical Education	1
		14
SECOND SEMESTER		
ENGL 102	Freshman English II	3
COMM 201	Media and Society	3
MUSI 170	Music Preparation for Audio Professionals	3
	General Education Mathematics and Quantitative Reasoning	3
	TELC/MUSI/COMM Elective	4
		16
THIRD SEMESTER		
COMM 207	Video Production I	4
TELC 230	Music/Multi-Track Recording	4
MUSI 102 *OR* MUSI 111	Jazz History *OR* Rock History	3
TELC 220	Advanced Audio Production	3
	General Education Natural Science and Scientific Reasoning	3
		17
FOURTH SEMESTER		
TELC 231	Advanced Recording Techniques	4
COMM 208	Video Production II	4
TELC 275	Internship in Radio and TV	3
	Gen Ed World History and Global Awareness *OR* Gen Ed US History and Civic Engagement *OR* Gen Ed Social Sciences	3

MUSI 154	Piano *	
MUSI 158	Guitar *	
	Telecommunications, Communications, Music Elective	3
		17
TOTAL CREDIT HOURS		**64**

* MUSI 154 or MUSI 158 is required unless students pass a proficiency test. Students passing the proficiency test will enroll in a TELC, MUSI or COMM elective.

Media Arts: Audio Production with Music Production Option Concentrations

Concentrations are available in Beat Production, Immersive Audio, Live Sound, Radio Production, and Sound for Film and Television. These targeted courses allow you to gain specialized skills to prepare for immediate employment or transfer to a four-year degree program.

Students must consult with an academic advisor before scheduling these courses. These concentrations are designed to fulfill elective requirements within the Media Arts: Audio Production Degree and Music Production Option. They are only open to students enrolled in the Audio Production degree program or its Music Production Option.

Consult with an academic advisor before scheduling courses for a concentration.

Beat Production

This concentration prepares students for opportunities in beat production. Students in this concentration will study digital music and arranging, using pre-existing music and samples to create original compositions. This concentration will enable students to gain expertise for both employment and transfer opportunities in fields like gaming, audio production for media, music recording, and musical performance.

COURSES		CREDIT HOURS
MUSI 247	Beat Production 1	3
MUSI 248	Beat Production 2	3
MUSI 207	Digital Music Arranging	3
TOTAL CREDIT HOURS		**9**

Immersive Audio

This concentration prepares students for opportunities in the field of immersive audio. Students in this concentration will study the latest techniques of recording and mastering surround sound and immersive audio. This concentration will enable students to gain expertise for both employment and transfer opportunities in the music and audio recording industries. Students will also gain expertise in creating re-mastered music recordings, movie sound, game sound, and live immersive audio for events such as sports and concerts.

COURSES		CREDIT HOURS
MUSI 238	Immersive Audio I	3
MUSI 239	Immersive Audio II	3
TOTAL CREDIT HOURS		**6**

Live Sound

This concentration prepares students for opportunities in the field of live sound. Students in this concentration will study the art and craft of live sound reinforcement in concerts, theaters, sports venues, and exhibitions. This concentration will enable students to gain expertise for both employment and transfer opportunities as live sound technicians, engineers, and designers.

COURSES		CREDIT HOURS
TELC 227	Live Sound	3
TELC 228	Advanced Live Sound	3
TELC 229	Concert and Event Design	3
TOTAL CREDIT HOURS		**9**

Radio Production

This concentration prepares students for opportunities in the field of Radio Production. Students in this concentration will study how programming is created for radio, audio streaming, and podcasting services. This concentration will enable students to gain expertise for both employment and transfer opportunities as announcers, program creators, program directors, producers, and hosts.

COURSES		CREDIT HOURS
TELC 248	Podcasting	3
TELC 245	Radio Programming and Production	3
TELC 205	Radio Practicum	3
TOTAL CREDIT HOURS		**9**

Sound for Film and Television

This concentration prepares students for opportunities in the field of sound for film and television. Students in this concentration will learn to record, create, mix, and edit audio for film and television programs. This concentration will enable students to gain expertise for both employment and transfer opportunities in film and TV recording, mixing, and sound design, as well as sound effects and music supervision.

COURSES		CREDIT HOURS
TELC 240	Sound Design (revised course)	3
MUSI 207	Digital Music Arranging	3
COMM 103	Intro to the Moving Image	3
TOTAL CREDIT HOURS		**9**

Media Arts: Media Communications AS

This transfer program is for students planning a career in Media and Communications.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Acquire essential knowledge and skills to meet entry-level competencies in Media Communications

- Apply constructive techniques to analyze and problem-solve Media Communication problems

- Develop competency in oral and written communications

- Demonstrate proficiency in select Media Communication software

- Develop skills in the use of technology to enhance oral and written communications

- Identify, evaluate, and formulate appropriate actions in response to ethical dilemmas in Media Communications

Career Possibilities

This program is appropriate for students who wish to pursue careers in Media Communications and related fields such as Public Relations, Journalism, Social Media, Media Management, and Strategic Communications.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Students must complete required courses in Communications and Media. Elective courses allow students to explore other areas in the field. General Education requirements must be met before the AS degree can be granted. More details can be found under General Education Requirements.

Academic Preparation

Readiness for ENGL 101

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
COMM 101	Introduction to Mass Media	3
TELC 104	Audio Video Production Techniques I	3
	General Education Natural Sciences & Scientific Reasoning	3
	Health	1
	Physical Education	1
		14
SECOND SEMESTER		
ENGL 102	Freshman English II	3
COMM 201	Media and Society	3
ENGL 221	Effective Speech: Public Address	3
	Elective	3
	Liberal Arts/COMM/TELC Elective	3
	Physical Education	1
		16
THIRD SEMESTER		
COMM 207	Video Production I	4
	Elective	3
HIST 103 *OR* HIST 104 *OR* HIST 105	Pre-History and Early American History *OR* 19th Century American History *OR* America in the 20th and 21st Centuries	3
	General Education Mathematics & Quantitative Reasoning	3
COMM 103	Introduction to Moving Image	3
		16
FOURTH SEMESTER		
COMM 208	Video Production II	4
ENGL 217	Media Writing	3
ENGL 220	Interpersonal Communications	3
	Behavioral/Social Sciences Elective	3

	Liberal Arts/COMM/TELC Elective	3
		16
TOTAL CREDIT HOURS		**62**

Media Arts: Media Communications Concentrations

Concentrations are available in Public Relations and Social Media Communications. These targeted courses allow you to gain specialized skills to prepare for immediate employment.

Students must consult with an academic advisor before scheduling these courses. These concentrations are designed to fulfill elective requirements within the Media Communications Degree and are only open to students enrolled in the program.

Consult with an academic advisor before scheduling courses for a concentration.

Public Relations

This concentration prepares students for opportunities in the growing field of Public Relations. Public Relations is unique in its combination of written and oral communication skills, media and social media, and relationship building. This concentration will enable students to gain expertise for both employment and transfer opportunities.

COURSES		CREDIT HOURS
COMM 120	Public Relations	3
COMM 250	PR Cases and Analysis	3
ENGL 217	Media Writing	3
ENGL 220	Interpersonal Communications	3
SOC/TELC 255	Impact of Social Media	3

Social Media Communications

This concentration is designed to prepare students for the many new opportunities as social media communications specialists at mainstream and new media companies. This concentration will enable students to gain expertise for both employment and transfer opportunities.

COURSES		CREDIT HOURS
ART 252	Photoshop	3
BUS 234	Social Media Analytics	3
ENGL 217	Media Writing	3
SOC/TELC 255	Impact of Social Media	3

Media Arts: Media Production AAS

This program is designed to prepare students for employment in the communications/media industry

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Gather and edit audio and video programs in media industries

- Produce audio and video programs in media industries

- Direct audio and video programs in media industries

- Understand how to utilize various media outlets to distribute audio and video programs

- Operate specialized broadcast communications equipment found in radio and television broadcasting

- Continue your education at a 4-year institution

Career Possibilities

Graduates work as directors, producers, camera operators, technical directors, video editors, industrial video specialists, electronic news gathering specialists, reporters and newscasters, disc jockeys, managers, advertising salespersons, audio engineers, and sound reinforcement technicians.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Upon completion, students will be able to perform typical management, production, operations, and announcing functions. The program includes work in the College's FM stereo radio station and broadcast-quality color television studio. Internships are required in area industry facilities.

For more information about Cayuga's Telecommunications programs, visit the Telcom website at https://telcomcayuga.com.

The courses below represent the minimum requirements for the AAS degree in Media Production. Some required courses are offered only in the evening.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
COMM 101	Introduction to Mass Media	3
TELC 104	Audio Video Production Techniques I	3
	Gen Ed Mathematics and Quantitative Reasoning	3
	Health	1
	Physical Education	1
		14
SECOND SEMESTER		
ENGL 102	Freshman English II	3
TELC 105	Video Editing	4
TELC 114	Lighting	3
	Telecommunications or Communications Elective	3
COMM 201	Media and Society	3
	Physical Education	1
		17
THIRD SEMESTER		
COMM 207	Video Production I	4
	Telecommunications or Communications Elective	3
	Behavioral/Social Sciences	3
	Gen Ed Natural Science and Scientific Reasoning	3
	Special Interest Elective *	3
		16
FOURTH SEMESTER		
COMM 208	Video Production II	4
TELC 275	Internship in Radio and TV	3
	Behavioral/Social Sciences Elective	3
	Liberal Arts Elective	3
	Special Interest Elective *	3
		16

TOTAL CREDIT HOURS	63

* Course related to student's career objective; selection must be approved by a faculty advisor.

Media Arts: Media Production Concentrations

These concentrations are designed for students who wish to emphasize experience in a particular telecommunications or electronic media field. Concentrations are not majors and are not required to complete a degree.

Students must consult with an academic advisor before scheduling these courses. These concentrations are designed to fulfill elective requirements within the Media Production Degree. They are only open to students enrolled in the Media Arts: Media Production degree program.

Consult with an academic advisor before scheduling courses for a concentration.

Broadcast Journalism

This concentration is designed for students interested in broadcast announcing, sportscasting, and journalism.

COURSES		CREDIT HOURS
TELC 106	Radio and Television Announcing	3
TELC 212	Broadcast Journalism	3
ENGL 217	Media Writing	3
TELC 204	Journalism Practicum	3
	OR	
TELC 205	Radio Practicum	3

Film and Cinema Studies

Film and Cinema Studies

COURSES		CREDIT HOURS
COMM 103	Introduction to the Moving Image	3
ENGL 237	Film and Literature	3
Choose from one of the following:		
TELC 190	Scriptwriting for Film & TV	3
TELC 192	Script Analysis	3

Social Media Communications

This concentration is designed to prepare students for the many new opportunities as social media communications specialists at mainstream and new media companies. This concentration will enable students to gain expertise for both employment and transfer opportunities.

COURSES		CREDIT HOURS
ART 252	Photoshop	3
BUS 234	Social Media Analytics	3
ENGL 217	Media Writing	3
SOC/TELC 255	Impact of Social Media	3

Video/Digital Film Production

This concentration is for students who wish to enhance their skills in designing and producing video and audio content.

COURSES		CREDIT HOURS
COMM 103	Introduction to the Moving Image	3
TELC 140	Analysis of Broadcast Systems	3
TELC 180	Video Field Production	3
Choose from one of the following:		
TELC 190	Scriptwriting for Film & TV	3
	OR	
TELC 192	Script Analysis	3

Media Arts: Telecommunications Technology AAS

This program prepares students for employment in telecommunications and related industries.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Gather and edit audio and video programs in media industries

- Produce audio and video programs in media industries

- Direct audio and video programs in media industries

- Understand how to utilize various media outlets to distribute audio and video programs

- Operate specialized broadcast communications equipment found in radio and television broadcasting

- Continue your education at a 4-year institution

Career Possibilities

Graduates are employed as telecommunications specialists in various fields and as radio, television, audio, and cable TV engineers and technicians.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Students learn to operate, install, maintain, and repair audio, video, RF, and specialized communications equipment in the media and telecommunications industries.

Students work on engineering, operations, and production projects professionally. Cayuga's facilities include video studio diagnostic stations, electronics labs, and a fully operational radio lab for technical instruction. Internships are required in area industry facilities. Program graduates are eligible to receive certification as broadcast technologists from the Society of Broadcast Engineers.

The curriculum listed on this page represents the minimum coursework required for the AAS degree in Media Arts: Telecommunications Technology. Some required courses are offered only in the evening.

Academic Preparation

Required: algebra; readiness for ENGL 101.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
MATH 102	Intermediate Algebra	3
ELEC 101	Electrical Circuits	4
ELEC 105	Introduction to Digital Computers	4
TELC 104	Audio Video Production Techniques I	3
		17
SECOND SEMESTER		
ENGL 102	Freshman English II	3
ELEC 102	Basic Electronics	4
COMM 201	Media and Society	3
CS 110	Exploring Computer Technology	3
CS 180	Principles of Data Communications	3
		16
THIRD SEMESTER		
TELC 140	Analysis of Broadcast Equipment Systems	3
COMM 207	Television Production I	4
ELEC 201	Intermediate Electronics	4
	General Education Natural Science and Scientific Reasoning	3
		14
FOURTH SEMESTER		
COMM 208	Video Production 2	4
TELC 260	Broadcast Systems Maintenance	3
TELC 275	Internship Radio/TV	3
ELEC 208	RF Communications	4
CS 225	Introduction to Networks	3
		17
TOTAL CREDIT HOURS		**64**

Music AS

This is a transfer program for students planning a career in Music.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Demonstrate an understanding of music literacy.

- Increase their vocal and instrumental proficiency.

- Demonstrate proficiency in music theory concepts in practice and performance.

- Demonstrate proficiency in musicianship concepts in practice and performance.

- Understand the history of Classical, Jazz/Commercial and World Music styles and their role in society.

- Develop skills in improvisation and composition.

- Demonstrate the ability to perform individually and in ensemble settings.

Career Possibilities

Career possibilities include music education, jazz/commercial performance, orchestral performance, musical theatre, music therapy, and music business.

Transfer Information

For information on transfer services, students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Students will complete core music courses in theory, musicianship, applied music, and solo and ensemble performance. Emphasis is placed on further developing proficiency in their instrument and voice and exploring musical styles and performance practices.

General Education Requirements must be met before granting the AS degree.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
MUSI 145	Music Theory I	2
MUSI 131	Musicianship I	1
MUSI 200	Applied Music	2
MUSI 101	Music Appreciation	3
	Required Ensemble *	1
	Physical Education	1
	Health	1
SUB-TOTAL		**14**
SECOND SEMESTER		
ENGL 102	Freshman English II	3
	General Education Mathematics and Quantitative Reasoning	3
MUSI 146	Music Theory II	2
MUSI 132	Musicianship II	1
MUSI 200	Applied Music	2
MUSI 154 *OR* MUSI 158	Piano I *OR* Guitar	3
	Required Ensemble *	1
	Physical Education	1
SUB-TOTAL		**16**
THIRD SEMESTER		
	General Education US History and Civic Engagement *OR* General Education World History and Global Awareness	3
	General Education Science	3
MUSI 200	Applied Music	2
MUSI 245	Music Theory III	2
MUSI 231	Musicianship III	1
	Required Ensemble *	1
	Music Elective	3

SUB-TOTAL		15
FOURTH SEMESTER		
MUSI 246	Music Theory IV	2
MUSI 232	Musicianship IV	1
MUSI 200	Applied Music	2
	Required Ensemble *	1
	General Education Social Science	3
MUSI 121	World Music	3
	Music Elective	3
SUB-TOTAL		15
TOTAL CREDIT HOURS		60

* Required Ensemble can be fufilled by MUSI 100, 114, 115, 117, 118, 119, 120, 140, 141, and 211.

Nursing AAS

The Nursing Program at Cayuga Community College prepares students for entry into the profession of nursing. Upon graduation, students receive the Associate in Applied Science in nursing and are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The overall NCLEX-RN passing rate for Cayuga students is consistently exceptional and exceeds state and national averages.

The curriculum offers a balance of general education and nursing courses. Students are provided with the theoretical knowledge and clinical practice needed to provide nursing care for individuals throughout their lives. Learning experiences are provided in the classroom, nursing laboratory, and various clinical settings.

Nursing education is available at both the Auburn and Fulton campuses. Both programs admit students every fall.

Program Accreditation

Cayuga's Nursing program is fully accredited by the **Accreditation Commission for Education in Nursing (ACEN)** and **Registered by the Office of Professions, NYSDE**

> The Associate in Applied Science Degree nursing program at Cayuga Community College at the Auburn and Fulton campus(es) located in Auburn NY and Fulton NY, is accredited by the: Accreditation Commission for Education in Nursing (ACEN).
>
> **Accreditation Commission for Education in Nursing**
> 3390 Peachtree Road NE, Suite 1400
> Atlanta, GA 30326
> (404) 975-5000
>
> The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate in Applied Science Degree nursing program is continuing accreditation.
>
> View the public information disclosed by the ACEN regarding this program on the ACEN website.
>
> **Office of the Professions**
> New York State Education Department
> 2nd Floor, West Wing, EB
> 89 Washington Avenue
> Albany, NY 12234
> HEGIS Code: 5208.10

Nursing Admissions Process

Admission to the Nursing Program is a **two-application process**. Applicants must fill out the Admissions application and a Nursing Admission Application. Completion of these two applications is free of charge and does not guarantee admission to the program.

> **NOTE:** If you have already attended Cayuga as a matriculated student, contact the Center for Student Engagement and Academic Advisement at **315-294-8523** or studenteng@cayuga-cc.edu before completing an

additional Admissions Application.

Step 1: Apply to Cayuga as a new, degree-seeking student *(free of charge)*

Step 2: Submit Official High School/TASC/GED and AP/IB/College Transcripts

Step 3: Apply to Cayuga's Nursing program *(free of charge)*

Nursing Program Application and Requirements

The Nursing program has its own specific application form and process. The online application will be available on **October 1** and has a deadline of **January 15**. In addition, the following program requirements must be completed and proof submitted by the postmarked application deadline to be considered.

Admission to the nursing program is a selective and competitive process.

Selection Process

Admission to the nursing program is selective. Decisions are made by members of the nursing faculty working together with the admissions office. They are based on high school or college grade averages, grades in required science, chemistry, and math courses, a personal essay, and references.

The following prerequisites must be completed before applying to the Nursing program:

- High school or general equivalency diploma (GED/TASC)

- Official College transcripts (if applicable)

- Algebra math proficiency:
  NOTE: Math placement more than 5 years old or out-of-state placement will be determined by the Math Coordinator

  - Testing or placing into Cayuga's MATH 102 (Intermediate Algebra) or higher or

  - Completion of Cayuga's MATH 099 (Elementary Algebra) or higher with a minimum grade of C (or 70%) or

  - Completion of pre-calculus or higher in high school with a minimum grade of C (or 70%)

- Satisfactory completion (C or 70%) of high school or college biology
  NOTE: we do not accept CHEM 151 from Onondaga Community College (OCC) without the 1 credit lab component

- Satisfactory completion (C or 70%) of high school chemistry (Regents or General) or college Chemistry 101 (CHEM 103 or equivalent)

- Minimum cumulative GPA or overall high school average of 75% or 2.5

- Applicants must submit two professional references using the Department of Nursing's Professional Reference Form

- English language proficiency as demonstrated by compliance with a minimum required TOEFL or NYSESLAT score, required if English is not the first language. Applicants whose native language is not English, click here

for more information.

- May be required to consent to drug testing upon request by the College or affiliating clinical agency

- Background check required for clinical

- An interview may be required

Important Information

- Applicants are strongly encouraged to attend a **Nursing Information Session**.

- Technical standards are abilities and behaviors that a nursing student must be able to perform to function safely. It is essential that nursing students possess and maintain **the following functional requirements**, with or without reasonable accommodations.

- Admission to the Nursing Program is a two-application process.

- Applicants must fill out the **Admissions Application** and a **Nursing Admission Application**. Completion of these two applications is free of charge and does not guarantee admission to the program. **NOTE:** If you have already attended Cayuga as a matriculated student, contact the Center for Student Engagement and Academic Advisement at **315-294-8523** or studenteng@cayuga-cc.edu before completing an additional Admissions Application.

- Send all official transcripts to the Auburn Admissions Office.

- Applicants will be notified of the acceptance decision in March for fall admission.

- Applicants not accepted may be placed on a waitlist; high school students (only) may receive a deferral option.

- Applicants not accepted must reapply to be considered for admission the following year.

Seeking Professional Licensure or Certification Outside New York State

Cayuga Community College's academic programs that prepare individuals for licensure or certification are carefully designed to meet and exceed New York State requirements. States other than New York often have different requirements.

Cayuga Community College cannot determine whether a student's successful completion of its Nursing A.A.S. program is sufficient to meet the licensure and certification requirements for practicing Nursing in states and U.S. territories other than New York.

Enrolled and prospective students are strongly encouraged to contact their state's licensure entity (if not practicing in New York) to review all licensure and certification requirements imposed by their state(s) of choice. We encourage you to talk with your program director if you ever consider practicing or pursuing licensure or certification in a state other than New York. Cayuga's full Policy on Professional Licensure Disclosures appears.

Health Requirements

After being accepted into the Nursing program, the student must show evidence of the following by a date designated by the Nursing department:

- Completed physical exam and updated annually. The health record must show no physical condition that would limit the safe performance of Essential Functions and Abilities. See "Nursing Students – Health Report Form" to download the required form.

- Completed Mantoux test and immunization records

- Compliance with New York State health requirements

CPR Requirement

The student must hold CPR certification for the **Professional Healthcare Provider** throughout the program. We only accept courses taken through the American Heart Association or American Red Cross, which include Basic Life Support (**BLS**) for adults, infants, and children. Certification is valid for two years. Online certification or re-certification is accepted only if a competency demonstration is performed in person.

> **NOTE:** "Heart Saver" and "Community CPR" do NOT meet the CPR requirement. An eCard or paper copy of CPR certification must be submitted to the Nursing Education office by the date designated by the Nursing department.

Program Progression

- A minimum passing grade of 77 (C+) must be achieved in each Nursing course. A grade less than C+ is considered an unsuccessful attempt.

- A "Satisfactory" clinical grade must be achieved in each clinical Nursing course.

- A minimum passing grade of C+ is required in BIOL 203, 204, and 216 courses.

- A student is limited to one W or unsuccessful attempt in any clinical Nursing course (NURS 101, 102, 214, 215, 216, 217). A second W or unsuccessful attempt in any clinical Nursing course will result in dismissal from the program.

- All required Nursing courses (except NURS 101) must be taken at Cayuga Community College.

- The following grading system is used by the Nursing faculty:

Letter Grade	Numerical Grade
A	93–100
A-	90-92
B+	87–89
B	83-86
B-	80–82
C+	77–79
C	73-76
C-	70-72

D+	67-69
D	63-66
D-	60-62
F	less than 60

- A student receiving a W or a grade less than C+ in NURS 101 must reapply for admission to the Nursing program in accordance with specified application deadlines.

- A student receiving a W or a grade less than C+ in NURS 102, 214, 215, 216, or 217 must apply for re-entry to the program through the director of Nursing (email Mary Driscoll, Director of Nursing at driscollm@cayuga-cc.edu). The student must schedule a meeting with the director of Nursing three months prior to the course start date. Academic counseling will be initiated to develop a success plan. Re-entry is granted on a space-available basis and upon compliance with the re-entry procedure.

- A student seeking re-entry to the Nursing program must meet program policies in effect at the date of re-entry.

- Nursing courses must be completed within three years of starting NURS 101

Learning Experiences

Clinical schedules include days, evenings, and occasional weekends. Students must provide their own transportation to clinical facilities. Clinical agencies include but are not limited to Finger Lakes Center for Living, St. Anthony on the Commons, Seneca Hill Manor, Auburn Community Hospital, Upstate University Hospital Downtown, Upstate University Hospital Community Campus, Veterans Medical Center, and Oswego Hospital.

Degree Requirements

The following curriculum represents the Nursing course sequence and minimum requirements for the AAS degree in Nursing (total of 64 credit hours).

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
NURS 101	Fundamentals of Patient Care	8
BIOL 203	Anatomy and Physiology I	4
SUB-TOTAL		**15**
SECOND SEMESTER		
NURS 102	Nursing in Physical/Mental Health I	8
NURS 210	Health Assessment	1
SOC 101	Introductory Sociology	3
BIOL 204	Anatomy and Physiology II	4
SUB-TOTAL		**16**
THIRD SEMESTER		
NURS 214	Family/Community Nursing I	4
NURS 215	Nursing in Physical/Mental Health II	4
BIOL 216	General Microbiology	4
PSY 101	Introductory Psychology	3
SUB-TOTAL		**15**
FOURTH SEMESTER		
ENGL 220 **OR** ENGL 222 **OR** ENGL 221	Interpersonal Communication **OR** Effective Speech: Public Address **OR** Effective Speech: Group Discussion	3
NURS 216	Family/Community Nursing II	4
NURS 217	Nursing in Physical/Mental Health III	4
NURS 203	Trends in Nursing	1
NURS 207	Pharmacology	3
PSY 212	Developmental Psychology	3
SUB-TOTAL		**18**
TOTAL CREDIT HOURS		**64**

Legal Limitations for RN Licensure

The licensure exam requires that the applicant be of "good moral character." Applicants should be aware that the New York State Education Office of Professional Discipline will investigate applicants who have been convicted of a crime (felony or misdemeanor) or have charges pending in any state or country to determine their eligibility for licensure as a registered nurse in New York State. Refer to www.op.nysed.gov/ for specific criteria.

Graduation Requirement

The candidate for the Associate in Applied Science degree in Nursing must meet the following requirements:

- Completion of 64 credits

- A cumulative average of no less than 2.0 and a minimum grade of "C+" in each Nursing and Biology course.

Technical Standards

These are abilities and behaviors that a nursing student must be able to perform to function safely. It is essential that students of nursing meet the functional requirements with or without reasonable accommodations. Download Essential Functions and Abilities for Nursing Students.

Program Learning Outcomes

Upon successful completion of this program, graduates of this program can:

- Practice within the professional, ethical, and legal standards, incorporating personal responsibility and accountability for continued self-development to promote professional identity.

- Provide safe, competent, patient-centered care in various healthcare settings while efficiently managing time and prioritizing care for a group of patients.

- Utilize the nursing process, clinical reasoning, and evidence-based practice to provide safe and effective care.

- Demonstrate caring behaviors that honor diversity and inclusion through global awareness, respect for each individual in the delivery of care, and advocacy for patients and families.

- Facilitate communication with patients, families, and healthcare team members in a professional and collaborative manner to support patient outcomes.

- Promote the health and wellness of patients across the lifespan and within the community through leadership skills and principles of teaching and learning, aiming to achieve inclusive and equitable outcomes.

- Utilize information technologies to advance knowledge, support evidence-based practice, and promote safe, quality patient outcomes.

Student Achievement Outcome Data

Student achievement outcome results data for Cayuga Community College for the class graduating 2023 and 2024.

Outcome	Definition	Actual Level of Achievement
Class 2024 Success on NCLEX-RN	Percentage of graduates, first-time writers, passing the National Council Licensure Exam for Registered Nurses (NCLEX-RN). Expected level of achievement 80%.	97%
2022-2024 Program Completion (two year)	Percentage of students completing the program within two years of matriculating in the nursing program (ACEN definition). Expected level of achievement 65%.	56%
Class of 2023 Employment	Percentage of graduates actively seeking employment who obtain employment as a RN within six months of graduation. Expected level of achievement 80%.	100%

Transfer Information

Students requesting transfer from another nursing program must:

- Satisfy the admission criteria stated under the Admission Requirements section.

- Submit a **Nursing Transfer Request form** to the Director of Nursing at driscollm@cayuga-cc.edu before October 31.

- The only nursing course that may be accepted for transfer is NURS 101, pending a review of the course syllabus. A minimum grade of C+ (77) is required for NURS 101 credit transfer. The nursing course must be completed within one year of the transfer request.

- Apply for admission through the **Admissions Office by October 31**.

- Complete the **Nursing Department Skill Competency Evaluation** with a grade of satisfactory.

- Complete the nursing clinical review course with a passing grade.

Transferring Into a Bachelor's Degree Program

Cayuga Community College has articulation agreements with a number of baccalaureate nursing programs. For information on these, contact the Director of Nursing at driscollm@cayuga-cc.edu.

Current articulation agreements include:

- SUNY Binghamton

- SUNY Empire State College

- SUNY Plattsburgh

- SUNY Polytechnic College

- SUNY Upstate

Private Institutions:

- Aspen University

- Excelsior College

- Grand Canyon University Keuka College

- New York Institute of Technology

- St. John Fisher College

- University of The Cumberlands

A prior felony conviction may hinder a student's ability to enroll in a course, complete the requirements of certain academic programs, and/or meet the licensure criteria required by certain professions.

Accessibility Resources

Nursing students must be able to meet all established academic and clinical requirements to complete the program. By law and College policy, no qualified individual with a disability shall, on the basis of that disability, be excluded from the program. Cayuga Community College will provide reasonable accommodations to a qualified individual with a disability. The Office of Accessibility Resources is responsible for determining if reasonable accommodations can be identified and for ensuring that such accommodations are provided for students.

It is the applicant's or student's responsibility to request the accommodations needed to meet the program's Essential Functions and Abilities. To be eligible for reasonable accommodations, applicants must provide clear documentation of disability. Arranging for accommodations is a confidential process.

Seeking Professional Licensure or Certification Outside New York State

Cayuga Community College's academic programs that prepare individuals for licensure or certification are carefully designed to meet and exceed New York State requirements. States other than New York often have different requirements.

Cayuga Community College cannot determine whether a student's successful completion of its Nursing A.A.S. program is sufficient to meet the licensure and certification requirements for practicing Nursing in states and U.S. territories other than New York.

Enrolled and prospective students are strongly encouraged to contact their state's licensure entity (if not practicing in New York) to review all licensure and certification requirements imposed by their state(s) of choice. We encourage you to talk with your program director if you ever consider practicing or pursuing licensure or certification in a state other than New York. Cayuga's full Policy on Professional Licensure Disclosures appears.

Earning Credit for LPN License

RN candidates will be granted a waiver for the following portions of NURS 101: NURS 101 Long-Term Care Clinical Hours Rotation I (approximately 30 hours).

Eligibility Requirements and Skills Assessment

Cayuga Community College allows Licensed Practical Nurses the opportunity to waive their participation in specific segments of the NURS 101 course. This waiver agreement provides LPNs an opportunity to demonstrate skills and competencies acquired in the LPN licensing program and on the job, thereby advancing in the RN curriculum.

Agreements:

RN candidates will be granted a waiver for the following portions of NURS 101:

1. NURS 101 long-term care clinical hours Rotation I (approximately 30 hours)

2. Nur 101 nursing lab skill requirements (approximately 10 nursing lab hours).

   - Nur 101 (SP/IP/CD) for medication administration for PO medications, SQ medication, and IV therapy. Student is still required to attend class for theory component for skill.

   - Nur 101 nursing lab skill requirements (IP/CD) for MODS skills as outlined; student will still be required to attend theory component for MODs.

Credit is accepted under the following conditions:

For this waiver, RN candidates must meet the following Requirements:

1. One-year LPN clinical acute or long-term care experience completed within 18 months of starting NUR 101.

2. Satisfactory demonstration of Nur 101 MODS skills; Bed bath & Occupied bed making with lateral positioning, Range of Motion Exercise, Shift Assessment, Mechanical Lift Hoyer/wheelchair transfers, and PPE donning/doffing.

3. Satisfactory demonstration of vital signs; BP, Temp, Apical, Resp Rate.

4. Orientation to EHR and satisfactory completion of medication administration competency demonstration prior to the start of the fall semester and Nur 101 for PO, SQ, and IV therapy set-up, flush & connect, and IV discontinue.

Process:

1. Prospective students will apply for admission to Cayuga Community College's Nursing Program in a timely manner and will complete all procedures required of candidates for admission.

2. A waiver will only be granted following acceptance and enrollment into the degree program.

3. The student will submit their LPN license to the Admissions Office or a CPL Coordinator/designee.

4. The LPN will submit proof of one-year consistent employment in a long-term care clinical setting or medical/surgical hospital setting within 18 months of program start.

5. Accepted students will participate in the required skills assessment and receive a completed "NURS 101 Licensed Practical Nurse Clinical Hours/Nursing Lab Skills Waiver" form with the signature of the Director of Nursing prior to or at Nursing Boot Camp, which is usually scheduled in late August before the start of classes.

Criminal Background Check

Criminal background checks are required at the student's expense prior to the first semester.

Studio Art and Design AS

This is a transfer program for students planning a career in the visual arts.

Five concentrations are offered for Studio Art and Design students who wish to focus on specific media in their degree program. These concentrations and the courses required for completion are listed on the following page. Students may select any studio course to fulfill studio elective requirements.

> **Note:** You do not need to complete a concentration to earn a studio art and design degree.

Program Learning Outcomes

Upon successful completion of this program, graduates will be able to:

- Create the illusion of form on a two-dimensional surface

- Manipulate line and mass within a three-dimensional space

- Compose positive and negative space on a two-dimensional surface

- Utilize color mixing and color schemes

- Proficiently use a variety of media

- Illustrate the human figure

- Communicate ideas and concepts visually

- Understand the history of art

- Become aware of career options

- Continue your education at a 4-year institution

Career Possibilities

Advertisements, packaging, textiles, book covers, posters, furniture, architectural forms, and more are designed by professionals trained in studio art. Students will be encouraged to consider how to apply their skills to industry, freelance opportunities, or the creation of an artist-operated business.

Transfer Information

Students should contact their advisor and the Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement for information on transfer services. Early consultation to plan the most appropriate course sequence will optimize transferability.

Degree Requirements

Students will complete traditional art foundation courses (drawing, painting, design, and art history) and explore studio disciplines where they may concentrate upon transferring to a four-year institution. Emphasis is placed on the

student's creative and aesthetic development and the professional application of formal design skills.

General Education Requirements must be met before granting the AS degree.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ART 101	Art History: Ancient to Gothic	3
ART 112	Two-Dimensional Design	3
ART 106	Expressive Drawing	3
ENGL 101	Freshman English I	3
MATH 102	Intermediate Algebra or higher	3
	Physical Education	1
SUB-TOTAL		**16**
SECOND SEMESTER		
ART 102	Art History: Renaissance to Modern	3
ART 104	Painting	3
ART 160	Life Drawing	3
ENGL 102	Freshman English II	3
	General Education Social Sciences	3
	Physical Education	1
SUB-TOTAL		**16**
THIRD SEMESTER		
ART 113	Three-Dimensional Design	3
ART	Art Elective	3
	Art Elective	3
	General Education Natural Sciences & Scientific Reasoning	3
HIST 103 *OR* HIST 104 *OR* HIST 105	Pre-History and Early American History *OR* 19th Century American History *OR* America in the 20th and 21st Centuries	3
	Health	1
SUB-TOTAL		**16**
FOURTH SEMESTER		
ART 139	Art of Diverse Cultures	3
	Art Elective	3
	General Education Elective or Free Elective	3

	General Education Elective or Free Elective	3
	General Education Elective or Free Elective	3
SUB-TOTAL		**15**
TOTAL CREDIT HOURS		**63**

Math, Science, and Behavioral/Social Science Electives are designed to fulfill the following general education requirements: Mathematics, Natural Science, Social Science, and American History/Western Civilization. Please consult with an academic advisor for the appropriate courses. General Education Requirement or Free electives are designed to fulfill the remainder of the College's general education requirements when necessary.

Studio Art and Design Concentrations

Consult with an academic advisor before scheduling courses for a concentration.

Ceramics

Two studio courses of the student's choice.

- ART 131 – Intro Ceramics
- ART 231 – Ceramic Sculpture

Graphic Design

- ART 215 – Computer Graphics
- ART 252 – Photoshop
- ART 253 – Digital Photography
- ART 255 – Silkscreen Printing

Painting and Drawing

One studio course of the student's choice.

- ART 105 – Painting II
- ART 107 – Expressive Drawing II
- ART 260 – Printmaking Workshop

Photography

One studio course of the student's choice.

- ART 250 – Intro Photography
- ART 252 – Photoshop
- ART 253 – Digital Photography

Printmaking

One studio course of the student's choice.

- ART 250 – Intro Photography ART
- 255 – Silk Screen Printing

  ART 260 – Printmaking Workshop

Certificate Programs

Cayuga's certificate programs are registered with the New York State Department of Education (the number in parentheses after the program title represents the New York State Education Department HEGIS code). You may need to attend evening classes if you wish to complete a certificate program as outlined in this catalog.

Federal Gainful Employment regulations require that students receive information about potential occupations and expenses related to their certificate goals.

See Tuition and Fees for information on tuition, fees, books, and other expenses associated with your certificate program.

These programs may be appropriate if you are seeking specific skills but have yet to decide to pursue a two-year degree.

Certificate Programs Definition

- Vary in length of time;

- may be pursued either full- or part-time;

- should be started in the fall or summer to take advantage of sequential course offerings; and

- require a cumulative average of 2.0 (C) with completion of all courses listed in the program (Some certificates require completion of certain courses with at least a C grade.)

Certificate Programs Offered

- Advanced Manufacturing (5315)

- Computer Hardware/Software Design (5104)

- Computer Information Systems (5101)

- Early Childhood (5503)

- Electronics (5310)

- Event Management (5011)

- General Business (5001)

- Industrial Maintenance Technology (5312)

- Plastics Manufacturing (5305)

- Tourism Management (5011)

Qualifications For a Certificate

To qualify for a certificate from Cayuga, you must:

- Matriculate and complete the certificate requirements with a minimum grade point average (GPA) of 2.0. You are matriculated if you have been formally accepted as a candidate for a certificate program.

- Be recommended by the faculty for the certificate.

- Earn at least 50% of the credit hours at Cayuga. Exceptions to this policy may be made in keeping with intercollegiate articulations or other inter-organizational agreements.

- Apply for Graduation in **myCayuga** at least one semester before graduation to allow sufficient time to determine graduation eligibility. Failure to apply will not preclude the college from awarding a certificate to students who have completed all requirements.

- Satisfy all financial obligations at the time of graduation.

For help with questions about transferring credit from other colleges or for information about a student's academic record, contact the Registrar's Office at 315-294-8516.

Advanced Manufacturing

This program prepares students for a career in the evolving advanced manufacturing field. Students develop expertise using manufacturing materials and processes and production tools and equipment. The program can be completed in one year, and students can apply the Advanced Manufacturing certificate credits toward the Mechanical Technology AAS degree.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGR 103	Manufacturing Materials and Processes	3
MMT 101	Machine Tools I	3
ENGR 126	Computer-Aided Design	3
MATH 102	Intermediate Algebra	3
ENGR 207	Quality Assurance	3
		15
SECOND SEMESTER		
MATH 114	Applied Mathematics for Technologists	3
ENGR 228	Solid Modeling	4
MMT 102	Machine Tools II	3
MMT 208	Advanced CAD/CAM	4
	Technical Elective *	3
		17
TOTAL CREDIT HOURS		**32**

* Can be satisfied by an MMT, ENGR, or ELEC course

Computer Hardware/Software Design

This program prepares students for a career in computer hardware and software design.

COURSES		CREDIT HOURS
FIRST SEMESTER		
CS 080	Microcomputer Troubleshooting	1
BUS 225	Application Software	3
CS 120	Foundations of Computer Science	3
CS 222	Programming in C/C++	3
ELEC 101	Electrical Circuits	4
ELEC 105	Introduction to Digital Computer	4
		18
SECOND SEMESTER		
BUS 226	Advanced Application Software	3
CS 200	Programming in Visual Basic	3
CS 238	Java	3
ELEC 102	Basic Electronics	4
ELEC 107	Fundamentals of Microcomputer	4
		17
TOTAL CREDIT HOURS		**35**

Computer Information Systems

To be eligible for this certificate, the student must receive a grade of C or higher in all computer science (CS) courses. More than two semesters of study may be required to complete this certificate, and the student may also be required to attend evening classes.

COURSES		CREDIT HOURS
FIRST SEMESTER		
BUS 101	Principles of Accounting	4
BUS 225	Microcomputer Application Software	3
CS 080	Microcomputer Troubleshooting	1
CS 200	Programming in Visual Basic	3
CS 100	Keyboarding *	1
CS 120	Foundations of Computer Science	3
CS 215	Systems Analysis and Design	3
		18
SECOND SEMESTER		
CS 219	Database Management Systems	3
CS 222	Programming in C/C++	3
CS 225	Introduction to Networks	3
CS 237	Internet Security	3
CS 238	Java	3
BUS 103	Principles of Business	3
		18
TOTAL CREDIT HOURS		**36**

* Required for students who are not keyboard proficient.

Early Childhood

If the student enrolls full-time, this program can be completed in two semesters. Students who earn the Early Childhood Certificate may seek employment in child care programs, as teacher assistants, or as preschool teachers, or they may pursue study towards an AAS degree in Early Childhood.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ECH 101 *	Introduction to Early Childhood	3
ECH 106 *	Classroom Observation	1
ECH 110 *	Methods and Materials in Early Child Education	3
ENGL 101	Freshman English I	3
	Health or PE Requirement (HLTH 103, PE 145, PE 146, PE 165, PE 175)	2
		12
SECOND SEMESTER		
ECH 102 *	Curriculum and Assessment in Early Childhood Education	3
ECH 103 *	Early Childhood Field Experience	3
ECH 111 *	Infants and Toddlers	3
ENGL 209	Children's Literature	3
BEH 101 *	Language/Literacy Development	3
		15
TOTAL CREDIT HOURS		**27**

* Minimum grade of C- (70) is required in BEH 101 and ECH 101, 102, 104, 106, 110, and 111 to complete certificate requirements.

Requirements

Students must be physically able to satisfactorily and safely perform duties associated with the care and education of children from birth to eight years of age.

To enroll in field experience coursework (ECH 104), students must have a cumulative GPA of 2.3 or higher.

Transfer for Early Childhood or Education course credit will only be granted after transcript review by the Education Coordinator.

Students are required to have police and child abuse clearances and physical examinations prior to beginning their field experience class (ECH 104).

Note: A prior felony conviction may hinder a student's ability to enroll in a course or complete the requirements of certain academic programs and/or meet the criteria for licensure required by certain professions. Students with certain criminal histories will not be able to satisfy field experience requirements for the completion of the certificate. In addition, students are required to submit to alcohol and/or drug testing upon request by either the College or any of the cooperating field placement sites. Students who test positive are subject to removal from the field placement and will, therefore, not be able to satisfy the requirements for the completion of the certificate. Refusal to submit to the test will result in the student being asked to leave the field placement site and may result in dismissal from the course and/or the program. Students must be able to satisfactorily and safely perform the duties associated with the care and education of children. Technical Standards for the degree may be obtained from the Education Coordinator or from the Office of Accessibility Resources.

Graduation Requirements: In order to graduate with the Certificate in Early Childhood, students must demonstrate competency (a grade of 70 or higher) in five Key Assessments. The Key Assessments are completed in each of the core Early Childhood courses (ECH 101, 102, 104, 110, and 111). This requirement also applies to students who have transferred credits to Cayuga from another college.

Technical Standards for the degree are available from the Education Coordinator or download the Technical Standards for Educational Programs here.

Electronics

This program can be completed in a minimum of four semesters. Upon completion of the certificate requirements, students may wish to continue their study toward an A.A.S. degree in Electrical Technology.

COURSES		CREDIT HOURS
ELEC 101	Electrical Circuits	4
ELEC 102	Basic Electronics	4
ELEC 105	Digital Electronics	4
ELEC 107	Fundamentals of Microcomputers	4
ELEC 201	Intermediate Electronics	4
ELEC 204	Industrial Electronics	4
MATH 104 *OR* MATH 114	College Algebra and Trigonometry *OR* Applied Mathematics for Technologists (or higher) *	3
TOTAL CREDIT HOURS		**27**

* MATH 112, 115, 116 or 121 will not fulfill the requirements

Event Management

1-YEAR ONLINE CERTIFICATE PROGRAM

Learn how to plan, organize, and manage meetings, coordinate service functions, develop marketing plans, sharpen sales techniques, and evaluate services for improvement.

The Event Management Certificate at Cayuga Community College offers students a **fully online certificate** designed to prepare them for careers with an event planning company or industries needing experts in planning events, including hotels, conference centers, corporations, non-profit organizations, catering companies and entrepreneurs in event planning.

The program must be completed online in a minimum of two semesters. Select degree requirements may be offered on campus and online.

COURSES		CREDIT HOURS
FIRST SEMESTER		
BUS 150	Business Communications	3
BUS 216	Personal Selling	3
BUS 225	Microcomputer Application Software	3
BUS 248	Event Planning	3
BUS 206 *OR* BUS 245	Human Resource Management *OR* Supervisory Management	3
		15
SECOND SEMESTER		
BUS 252	Convention & Meeting Management	3
BUS 253	Non-Profit Event Management	3
BUS 254	Marketing for Hospitality & Tourism	3
BUS 260	Project Management	3
BUS 275 *OR* ENTR 200	Business Internship (NYS Residents Only) OR The Entrepreneurial Process	3
		15
TOTAL CREDIT HOURS		**30**

General Business

The program can be completed in a minimum of two semesters.

COURSES		CREDIT HOURS
FIRST SEMESTER		
BUS 101	Principles of Accounting I	4
BUS 103	Principles of Business	3
BUS 105	Business Math	3
BUS 150	Business Communications	3
BUS 225	Microcomputer Application Software	3
		16
SECOND SEMESTER		
ENGL 101	Freshman English I	3
BUS 102	Principles of Accounting II	4
BUS 204	Marketing	3
BUS 205	Business Law I	3
BUS 206 *OR* BUS 200	Human Resource Management *OR* Principles of Management	3
		16
TOTAL CREDIT HOURS		**32**

Industrial Maintenance Technology

This program is designed to prepare students for a career in the manufacturing workplace with hands-on skills in mechanical and electrical installation and repair and industrial process instrumentation and control. Local employers have made it clear that these skills are in high demand. Employment opportunities include electrical technician, service technician, and maintenance technician.

COURSES		CREDIT HOURS
FIRST SEMESTER		
ELEC 101	Electrical Circuits	4
MATH 114 *OR* MATH 104	Applied Mathematics for Technologists *OR* College Algebra & Trigonometry	3
ENGR 103	Manufacturing Materials and Processes	3
ENGR 105	Digital Electronics	4
ENGR 230	Fluid Systems Design	3
		17
SECOND SEMESTER		
ELEC 220	Industrial Power & Equipment	3
ENGR 250	Thermal Technology	3
ELEC 204	Industrial Electronics	4
ELEC 221	Industrial Maintenance Practices	4
		14
TOTAL CREDIT HOURS		**31**

Plastics Manufacturing

Plastics and polymer manufacturing constitute the fifth-largest manufacturing sector in the United States. Students learn about the plastics industry and the equipment, materials, and processes commonly used in manufacturing.

COURSES		CREDIT HOURS
FIRST SEMESTER		
MATH 102	Intermediate Algebra (or higher) *	3
ENGR 103	Manufacturing Materials and Processes	3
MMT 101	Machine Tools I	3
MMT 141	Fundamentals of Plastics Technology	3
ENGR 230	Fluid Systems Design	3
		15
SECOND SEMESTER		
ENGL 101	Freshman English I	3
MMT 241 **OR** MMT 242	Plastics Technology: Injection Molding **OR** Plastics Technology: Blow Molding	4
MMT 245	Plastics Technology Capstone	3
ENGR 207	Quality Assurance	3
	Technical Elective **	3
		16
TOTAL CREDIT HOURS		**31**

* MATH 112, 115, 116 or 121 will not fulfill the requirements
** Can be satisfied by an MMT, ENGR, or ELEC course

Tourism Management

This one-year, 30-credit-hour certificate program in tourism management prepares students for entry-level careers in tour companies, tourism bureaus, destination marketing organizations (DMO)/tourism promotion agencies (TPA), visitor centers, cruise lines, inns, and hotels. It will provide students with the necessary skills to work effectively in the tourism industry. Besides business ownership, possible occupations include tour operators, travel promoters, travel guides, visitor center staff, destination marketing organization staff, and more.

Upon successful completion of this certificate program, graduates of this program are able to:

- Demonstrate and apply an understanding of the tourism industry, tourism concepts, the role of tourism services, and various stakeholders involved in the industry

- Communicate professionally in verbal and written settings using technology and office productivity tools

- Coordinate marketing for a tourism operation utilizing traditional methods and social media techniques

- Employ management principles such as time management and multitasking in the tourism environment

The program can be completed in a minimum of two semesters.

COURSES		CREDIT HOURS
FIRST SEMESTER		
BUS 150	Business Communications	3
BUS 216￼ *OR*￼ BUS 110	Personal Selling￼ *OR*￼ Introduction to Wine	3
BUS 248	Event Planning	3
BUS 249	Introduction to Tourism	3
BUS 206￼ *OR*￼ BUS 245	Human Resource Management￼ *OR*￼ Supervisory Management	3
		15
SECOND SEMESTER		
BUS 225	Microcomputer Application Software	3
BUS 254￼ *OR*￼ BUS 250	Marketing for Hospitality & Tourism Management￼ *OR*￼ Wine, Business Management, Marketing & Sales	3
BUS 255	Tourist Destinations	3
BUS 260	Project Management	3
BUS 275￼ *OR*￼ ENTR 200	Business Internship (NYS Residents Only)￼ *OR*￼ The Entrepreneurial Process	3
		15
TOTAL CREDIT HOURS		**30**

Microcredentials

Microcredentials are stand-alone credentials intended for non-matriculated students seeking skills, certifications, or competencies. Matriculated students may seek a micro-credential award through the use of elective courses. A digital badge represents competencies and various learning achievements. Badges may be displayed on online platforms and can be listed on a student's resume.

What is a Microcredential?

Microcredentials are short, focused credentials designed to provide in-demand skills, know-how, and experience. Stackable microcredentials can also provide a pathway to a certificate or full degree at Cayuga, now or when you are ready.

Who Can Earn a Microcredential?

Current students, alumni, anyone seeking to advance their career or increase their earning potential. Those needing to upskill or make a career change, or those looking to come back to the job market. Cayuga can create an engaging learning opportunity to that fits their needs. **Contact Admissions today to learn more!**

How Does a Microcredential Work?

SUNY microcredentials often combine courses from our registered degree programs, innovative applied learning experiences, preparation for industry certifications, and/or non-credit coursework. A microcredential could be coursework alone (the most common microcredential length is three courses), a series of workshops, or a combination of coursework and an applied learning experience or certification preparation.

Accounting and Tax Skills

Earners of this designation have demonstrated proficiency in Microsoft Office, QuickBooks, Peachtree, and tax software. Earners can use Microsoft Word, Excel, PowerPoint, and Access to set up a company's accounting records and perform accounting functions in both QuickBooks and Peachtree. Earners have knowledge of current Federal tax laws, federal and state forms, and filing requirements for small businesses.

Courses		Credit Hours
BUS 090	Small Business Accounting	2
BUS 221	Accounting Applications	3
BUS 222	Federal Income Tax	3
BUS 225	Microcomputer Application Software	3

Accounting Fraud Recognition

Earners of this badge will demonstrate a basic knowledge of Accounting Principles and Fraud Recognition. Earners will be able to prepare Financial Statements and analyze them to detect fraud. Recommended course but not required is CJ 111 - Intro to Justice Systems.

Courses		Credit Hours
BUS 101	Principles of Accounting I	4
BUS 102	Principles of Accounting II	4
BUS 217	Fraud Examination	3

Business Applications

Successfully demonstrated proficiency in various business application software and has achieved the skills necessary for an office environment.

Courses		Credit Hours
BUS 225	Microcomputer Application Software	3
BUS 226	Advanced Micro Application Software	3
CS 219	Database Management Systems	3
BUS 260	Introduction to Project Management	3

Career Connections

Non-Credit Option

Students who achieve this credential have identified the steps of an effective job search and learned the stages of the interview process. They have also developed valuable communication skills necessary to write an effective cover letter and interview potential employers.

Career Goals

Non-Credit Option

Students who complete this credential have taken a career assessment to identify career-specific and general employment skills and career and employment goals. They also have knowledge of employment advice from real-world employers.

Career Professionalism

Non-Credit Option

Students who achieve this credential have developed strategies for protecting their online employment reputation and built networking connections through LinkedIn and other career networking sites. They have also incorporated identifiable skills and competencies into a resume.

Creative Writing & the Literary Imagination

Develop the foundations of creative writing and storytelling by reading the literary classics and applying that knowledge to the creative writing process. For those who want to utilize writing for imaginative endeavors.

Standards

Association of Writers and Writing Programs

A series of Hallmarks for member programs, teachers, and conferences. For degree-conferring programs in creative writing, these hallmarks serve to establish professional standards for the field, reinforce AWP's commitment to excellence in teaching, and reflect our continued support of writers in the academy.

Courses		Credit Hours
ENGL 211	Creative Writing	3
Two literature courses from Cayuga's ENGL 200 Level–Writing Intensive offerings.		

Destination Marketing

Earners of the "Destination Marketing" badge demonstrate that they can effectively market a destination through traditional and contemporary marketing approaches. Students successfully market a destination utilizing publicity, advertising, and social media marketing tools.

Courses		Credit Hours
BUS 255	Tourist Destinations	3
BUS 254	Marketing for Hospitality and Tourism	3
BUS 232	Introduction to Social Media Marketing	3

Electro-Mechanical System Fundamentals

Non-Credit Option

Earners of the EMS Fundamentals prepare for entry positions in industrial facilities, specifically those that require the operation of hydraulics, pneumatics, and electrical motor controls and associated precision measurement tools. Earners can read and interpret basic electrical and mechanical schematics to troubleshoot, perform calculations used in the trade, and demonstrate communication skills for the workplace.

This microcredential prepares students for entry positions in industrial facilities, specifically those requiring the operation of hydraulics, pneumatics, and electrical motor controls and associated precision measurement tools. Earners are able to read and interpret basic electrical and mechanical schematics to troubleshoot, perform calculations used in the trade, and demonstrate communication skills for the workplace. Upon matriculation, individuals who successfully complete this microcredential earn 4 credits to fulfill Cayuga Community College's ELEC 221 Industrial Maintenance Practices course.

This credit may be applied to Cayuga's Electrical Technology AAS, Industrial Maintenance Technology certificate, or Advanced Manufacturing certificate programs.

Courses
Problem-Solving
Workplace Communications
Measuring Instruments
Introduction to Electro-Mechanical Control Schematics
Introduction to Basic Pneumatics
Introduction to Basic Hydraulics
Introduction to Electrical Motor Controls

Events Planning

Earners of the "Events Planning" badge have the basic knowledge to start a business as an event planner. Students demonstrate that they can effectively plan events such as corporate events, conferences, workshops, celebrations and conventions through traditional and contemporary marketing approaches. Additionally, students have an understanding of the steps involved in starting their own event planning business.

Courses		Credit Hours
BUS 248	Event Planning	3
ENTR 200	The Entrepreneurial Process	3

Courses		Credit Hours
BUS 216	Personal Selling	3

Honors Critical Thinking

Students who earn the Honors Critical Thinking credential are accepted into the Honors study due to their level of academic commitment. They exemplify leadership qualities through their academic coursework and critical thinking skills and maintain a GPA of 3.0 or above.

This will be awarded to students for achieving competency in research and analysis of complex societal issues.

Courses		Credit Hours
HON 101	Introduction to Critical Thinking	1
HON 202	Honors Seminar	3
Participation as a presenter in the SUNY Undergraduate Research Conference.		

Honors Leadership

Students who earn the Honors Leadership credential are accepted into the Honors study due to their level of academic commitment. They exemplify leadership qualities through their academic coursework and leadership role at the college and maintain a GPA of 3.0 or above.

This will be awarded to students who have taken the required honors electives and/or participated in co-curricular activities that require them to take a leadership role. This includes community service, taking a leadership role in a student club, or peer tutoring.

Courses		Credit Hours
HON 101	Introduction to Critical Thinking	1
HON 202	Honors Seminar	3
Choose one of the following:		
	2 electives	
	1 elective and a leadership role in one of the following: community service project, student activities club, or tutoring as determined by Honors Advisor	

IT Support

Demonstrated ability to provide client support, troubleshooting, and desktop support skills. Proficiency in computer hardware, client and desktop support, and office applications. Prerequisite: CS120 or related computer experience for CS 225.

Courses		Credit Hours
CS 080	Microcomputer Maintenance	1
CS 082	Help Desk	1
CS 120	Foundations of Computer Science	3
BUS 225	Microcomputer Application Software	3
CS 225	Introduction to Networks	3

Level II K-12 Teaching Assistant Pathway

Achievement of Level II competency for teaching assistant at the K-12 level. Demonstrated understanding of educational theories and styles of learning and the American educational system. Able to employ effective communication strategies in the classroom. Pre-cursor to achievement is Level I competency.

Courses		Credit Hours
PSY 101	Introduction to Psychology	3
ENGL 130/COMM 130	Human Communication	3
EDU 202	Foundations of American Education	3

Level III K-12 Teaching Assistant Pathway

Achievement of Level III competency for teaching assistant at the K-12 level. A demonstrated understanding of educational theories and styles of learning and the American educational system. Ability to employ effective communication strategies in the classroom. Pre-cursor required: Level I and II proficiency.

Courses		Credit Hours
PSY 215 *OR* PSY 216	Child Psychology *OR* Adolescent Psychology	3
PSY 217	Introduction to Children with Exceptionalities	3

Courses		Credit Hours
SOC 110	Race and Ethnicity	3

Literary Journal Publisher

Students experience the publishing process from an editor's perspective. They edit in teams under strict deadlines and effectively publish a literary journal. They practice arrangement, proofreading, and layout and receive the endorsement of Cayuga Community College's writing faculty.

One course from the following Creative and Professional Writing electives.

Courses		Credit Hours
ENGL 120	Being Writers	1
ENGL211	Creative Writing	3
ENGL 270 **OR** ENGL 293	Technical Writing **OR** Special Topics (if on writing)	3

Recommendation by a writing faculty member for work completed on Cayuga's creative arts journal: Listen.

Machining Fundamentals

Non-Credit Option

Earners of the Machining Fundamentals Microcredential prepare for entry positions in industrial machining practices, specifically those requiring manual mills, surface grinders and manual lathes, CNC machinery, and associated precision measurement tools. Earners can read and interpret basic machining drawings and set up tooling and metal cutting equipment, perform basic calculations used in the trade, and demonstrate communication skills for the workplace.

Courses
Workplace Communications
Problem Solving
Geometric Dimensioning and Tolerancing
Introduction to Machining and Tools
Introduction to CNC Machining

Marketing Events

Earners of the "Marketing Events" badge demonstrate that they can effectively plan and market events such as corporate events, conferences, workshops, celebrations, and conventions through traditional and contemporary marketing approaches. Students successfully plan and market an authentic event utilizing publicity, advertising, and social media marketing tools.

Courses		Credit Hours
BUS 248	Event Planning	3
BUS 254	Marketing for Hospitality and Tourism	3
BUS 232	Introduction to Social Media Marketing	3

Networking

The earner of this badge has a fundamental understanding of network design, support, administration, and troubleshooting. Prerequisite: CS120 or related computer experience for CS 225, CS 237.

Courses		Credit Hours
CS 120	Foundations of Computer Science	3
CS 225	Introduction to Networks	3
CS 215	Systems Analysis and Design	3
CS 227	Microsoft Windows Server Administration	3
CS 237	Internet Security	3

Non-Profit Accounting

Earners of this designation have demonstrated the basic level of accounting and financial statement preparation for a profit and non-profit business. Earners are able to prepare and analyze financial statements for both a profit and non-profit business.

Courses		Credit Hours
BUS 101	Principles of Accounting I	4
BUS 102	Principles of Accounting II	4
BUS 246	Non-Profit Accounting	3

Course Descriptions

The College reserves the right to limit the number of students registered in any course, to cancel courses for which there is insufficient enrollment, or to make changes in prerequisites, course descriptions, credit allocations, and such schedule and section offerings in the academic year as may be necessary for the proper and efficient functioning of the College.

- "Prerequisite" denotes required coursework that must be completed before beginning a course.

- "Co-requisite" or "concurrent enrollment" denotes required coursework that may be taken concurrently with a course.

- "Recommended background" denotes suggested or supportive education/training.

- Courses are offered at the discretion of the Provost and may not be offered annually.

The following abbreviations indicate the course counts toward a general education requirement (effective through Summer 2023).

- Basic Communication (BC)

- Math (M)

- Natural Sciences (NS)

- Social Sciences (SS)

- Humanities (H)

- American History (AH)

- The Arts (AR)

- Other World Civilizations (OW)

- Western Civilization (WC)

- Foreign Language (FL)

The following abbreviations indicate the course counts toward a general education requirement (effective starting Fall 2023 for incoming students).

- Communication: Oral (COM0)

- Communication: Written (COMW)

- Diversity: Equity, Inclusion, and Social Justice (DVRS)

- Mathematics and Quantitative Reasoning (MATH)

- Natural Sciences and Quantitative Reasoning (NSCI)

- Humanities (HUMN)

- Social Sciences (SOCS)

- The Arts (ARTS)

- US History and Civic Engagement (USCV)

- World History and Global Awareness (GLBL)

- World Languages (WLNG)

American Sign Language

ASL 101 – American Sign Language I (3)

This course introduces the fundamentals of American Sign Language and is designed for students with little or no previous knowledge of American Sign Language. Students will learn the basics of American Sign Language, including: finger spelling, signs, grammar, syntax, sentence structure, and

basic communication skills. In addition, students will explore various facets of deaf culture. **(GE09), (WLNG)**

ASL 102 – American Sign Language II (3)

Prerequisite: ASL 101. This course is a continuation of American Sign Language I and is designed for students who want to further develop their receptive and expressive finger spelling and signing skills. The course builds on the basics of American Sign Language I, including: finger spelling, signs, grammar, syntax, sentence structure, and basic communication skills. In addition, students will continue to explore various facets of deaf culture. **(GE09), (WLNG)**

ASL 291 – Special Topics in ASL (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in American Sign Language.

ASL 292 – Special Topics in ASL (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in American Sign Language.

ASL 293 – Special Topics in ASL (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in American Sign Language.

ASL 294 – Special Topics in ASL (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in American Sign Language.

Anthropology

ANTH 101 – Introductory Anthropology (3)

Provides the student with a broad overview of the discipline of Anthropology. The introduction presents the student with a history of the discipline. The course focuses on the basic subfields of Anthropology: Physical Anthropology, Archaeology, Linguistics, and Ethnology, the goal of which is to obtain a comprehensive understanding of humanity. Primatology creates understanding of the physical and social similarities shared by man and his closely-related kin in the animal kingdom. Human evolution is studied with the goal of understanding the processes of both physical evolution and paleoanthropological research. The course then focuses on the development of culture, from simple hunters to advanced civilizations. Case studies are drawn from different regions to emphasize multicultural approached to resolving common human problems. **(GE03), (SOCS)**

ANTH 291 – Special Topics in Anthropology (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Anthropology.

ANTH 292 – Special Topics in Anthropology (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Anthropology.

ANTH 293 – Special Topics in Anthropology (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Anthropology.

ANTH 294 – Special Topics in Anthropology (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Anthropology.

Art

ART 101 – Art History:Ancient to Gothic (3)

Prerequisite or concurrent enrollment: ENGL 101. Provides a background in visual arts from the prehistoric period to the fourteenth century. Studies the artistic achievements of each era within the context of important historical and philosophical developments. Emphasis on Egyptian, Greek, Roman, Pre-Renaissance, and world cultures. Explores crosscultural comparisons, positioning the west in the world and examining the influence of trade, exploration, and cultural contact. Explores subjects using images, lectures, internet resources, and films. **(ARTS), (GE08), (GLBL)**

ART 102 – Art History:Renaissance-Modern (3)

Prerequisite or concurrent enrollment: ENGL 101. Provides a chronological background in the visual arts from the fourteenth century to the present day. Studies artistic achievement in the context of culture, examining important historical and philosophical as well as aesthetic developments cross-culturally. Emphasis on Europe, England, the Americas, Asia, and Africa. Explores the subjects using images, lectures, internet resources and films. **(ARTS), (GE08), (GLBL)**

ART 103 – Essentials of Art (3)

Introduces the use of foundational art techniques employed by artists, and preschool and elementary teachers. Focuses on basic design, color theory and elements of composition as well as the application of various drawing and painting techniques. Directs students' interests and talents toward an individual form of self-expression. This course is not intended for Studio Art and Design majors. Studio Art and Design majors may not enroll in Art 103 if they have already completed a higher level course. **(ARTS), (GE08)**

ART 104 – Painting Studio I (3)

For students with basic media and composition background, covers the fundamentals of watercolor and acrylic painting, color theory and color mixing, working from models, landscape and personal experience. The art of the past is discussed, assessed, and often utilized while encouraging new approaches to expression. **(ARTS), (GE08)**

ART 105 – Painting Studio II (3)

Prerequisite: Recommended background: Art 104 or equivalent. An intermediate painting course in a studio setting in which each student explores one or more of the painting media (watercolor, acrylics, pastel). Stress is on individual expression/creativity through exploration. The basic concern of painting, composition, color theory and subject matter will be discussed, thus affording students the opportunity to develop their own creative processes.

ART 106 – Expressive Drawing I (3)

Presents a range of perceptual, conceptual, stylistic and technical skills. Students become familiar with many different methods of observation and presentation. Still life, landscape and conceptual methods are studied. **(ARTS), (GE08)**

ART 107 – Expressive Drawing II (3)

This course will be a study of techniques and media introduced in Art 106 (Expressive Drawing I). Traditional and nontraditional subject matter will be explored with emphasis on the development of body of work and personal studio practice.

ART 112 – Two-Dimensional Design (3)

Explores the fundamentals of pictorial organization through a series of visual problems. Students use the elements of art (line, shape, color, texture, value) within principles of design to communicate concepts visually. **(ARTS), (GE08)**

ART 113 – Three-Dimensional Design (3)

Fundamentals of organizing three-dimensional space. Students learn to design space using line, plane, and mass. Traditional approaches (additive and subtractive techniques) as well as contemporary modes of expression. **(ARTS), (GE08)**

ART 131 – Introduction to Ceramics (3)

Introduces basic ceramic concepts, hand and wheel techniques, surface decoration and glazes. Develops appreciation for ceramics past and present, and awareness of three-dimensional design. **(ARTS), (GE08)**

ART 139 – Art of Diverse Cultures (3)

Focuses on contemporary art being created by a diverse population of American, as well as global artists. Emphasis will be placed on artists of African, Native American, Asian and Hispanic origin. Examines the ways that contemporary work situates itself in multiple global artistic traditions of aesthetics, politics, encounter, and transgression. Explores the subject using slides, lecture, discussion, films and visiting artists. **(ARTS), (DVRS)**

ART 140 – Issues in Art on Location (3)

An intensive study travel course designed to provide extensive viewing, discussion and analysis of collections at a variety of museums, art centers and galleries in urban or academic sites including, but not limited to, those in the Northeast (for example NY and MA). Students view a range of work from art history, from the old master works through modern and contemporary artists. Lecture visits may include major museums and galleries, academic collections, studio visits, outdoor art parks or non-traditional, experimental exhibition spaces. In addition to the study travel, students will participate in lecture, discussion and/or studio projects before and after the travel component to prepare for and then discuss the art work.

ART 160 – Life Drawing (3)

Drawings concentrate on the human form. Students develop an awareness of anatomical correctness and individual expression is encouraged. Utilizes a variety of drawing media. **(ARTS), (GE08)**

ART 165 – Issues Art: Art&Design London (3)

Intensive on-site museum and gallery course. Students view old master works and contemporary art. This museum study course focuses on the artist as a member of society–the artist who creates art and designs for community or individual use.

ART 201 – Contemp&SusArt:Theory&Practice (3)

This course provides students with an introduction to critical works of art and shifts in the practice of art. The focus is on contemporary art since 1980. Students will learn about important movements and theory. There will be an emphasis on art-making for sustainability.

ART 215 – Computer Graphics/Illustrator (3)

Studio course introduces the basic techniques of digital painting and digital imaging. Students will create original imagery using Adobe Illustrator, input imagery created in another medium, and manipulate photographic imagery. Students will create and manipulate images based on formal design principles and conceptual frameworks. **(ARTS), (GE08)**

ART 231 – Ceramic Sculpture (3)

Introduces students to sculptural possibilities of clay. Students build large-scale pieced or modular works using hand and wheel techniques. **(ARTS),**

ART 250 – Intro Photography & Darkroom (3)

Introduces the basics of still photography. Students complete a number of assignments on the use of the 35mm camera system using a technical and aesthetic approach and learn photographic darkroom techniques producing finished prints for critique. **(ARTS), (GE08)**

ART 252 – Photoshop (3)

Lectures, demonstrations and hands-on activities will enable students to discover the basic theory and application of Adobe Photoshop. Students will complete a series of aesthetically inspired assignments pertaining to captured images, processing and manipulating digital images. Images created will be displayed using a computer monitor or outputted to a printer for critique. **(ARTS), (GE08)**

ART 253 – Digital Photography (3)

Students will acquire skills needed to fully operate and control a digital single lens reflex camera, digital image editing software and full color photographic printers. As in other art courses students will complete image assignments which will be critiqued in class.

ART 255 – Screen Printing (3)

Recommended background: Art 103 or 112 or equivalent. Introduces basic techniques of waterbased screen printing. Students learn to print multiples of their imagery using hand-drawn stencils, reduction prints, as well as with a photographic process. Students work on producing technically strong prints as well as content and concept. **(GE08)**

ART 260 – Printmaking Workshop (3)

Introduces the basic techniques of relief printing using linoleum, wood and experimental media. Students also learn basic book binding structures and incorporate their printed imagery in a sequential format. **(ARTS), (GE08)**

ART 291 – Special Topics in Art (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Art.

ART 292 – Special Topics in Art (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Art.

ART 293 – Special Topics in Art (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Art.

ART 294 – Special Topics in Art (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Art.

Behavioral Science

BEH 101 – Language & Literacy Developmt (3)

Recommended background: ECH 110. Surveys the development of language and literacy in young children from birth through eight years of age. Students will explore the foundations of learning theories and examine the research and philosophies that shape current practice as well as models that support emergent readers and writers. Additional emphasis will focus on the integration of literacy throughout the curriculum, assessment techniques, literacy and diversity, selecting children's literature, and working with families.

Biology

BIOL 100 – Human Biology (4)

Non-sequential course for non-science majors. Balanced introduction to human anatomy and physiology, cancer, genetics and inheritance, development and aging, evolution, ecosystems and populations, human impact on biodiversity and the environment. **(GE02), (NSCI)**

BIOL 101 – Essentials of Biology (3)

Introduces selected topics which may include cell structure and division, tissues, nutrition, digestion, internal transport, respiration, neural control and locomotion, reproduction, genetics, microorganisms and disease, and selected topics in plant biology. **(GE02), (NSCI)**

BIOL 103 – General Biology I (4)

Prerequisite: BIOL 100 or BIOL 101or high school Biology. This is the first course in a two-semester sequence, and is intended for math/science or health science majors, or students interested in more rigorous scientific study. This course deals with the fundamental concepts and principles of biology, and explores the topics of scientific methodology and the nature of science, cell structure and function, basic biochemistry, molecular biology, biological energy transformation, evolution, and a survey of the classification of the three domains of organisms. **(GE02), (NSCI)**

BIOL 104 – General Biology II (4)

Prerequisite: BIOL 103 or 225 or equivalent. This course serves as a second course in the two-semester biology sequence, and is intended for math/science or health science majors, or students interested in more rigorous scientific study. This course provides a survey of Kingdom Animalia

focusing on animal diversity, structure, and physiological functions from an evolutionary perspective, and includes the topics of organization, homeostasis, organ systems, growth and development, and introductory concepts of genetics and heredity. **(GE02), (NSCI)**

BIOL 110 – Introduction to Kinesiology (3)

Prerequisite: High School Biology or BIOL 100 or equivalent. Appropriate for science majors and non-majors. This is an introductory course that surveys various sub disciplines related to the study of human movement. Students will examine the areas of history, sociology, biomechanics, physiology and psychology, as they relate to the sport and exercise environment. **(GE02), (NSCI)**

BIOL 165 – Tropical Marine Biology I (3)

Taught on Grand Cayman Island, West Indies. Includes study of coral reef zonation, marine currents, and ecology of the coral reef, rocky shore, mangrove swamp, coral reef fish, and plankton. Includes snorkeling so students can observe and collect organisms for study. **(NSCI)**

BIOL 180 – Intro to Viticulture&Enology (3)

Course covers the fundamentals of viticulture (growing grapes) and enology (making wine). The course is designed as an elective for students completing the AAS degree in Business Administration with Wine Studies Concentration. Students will learn basic grape physiology such as the major varieties, pruning and trellising, soils, climate conditions, and major grape diseases. Basic fermentation techniques such as primary alcohol fermentation involving yeast and secondary malolactic fermentation involving bacteria will also be covered. Simple chemical analysis will include sulfur dioxide, alcohol, acid, and sugar determination. Students will order grapes from a winery, ferment the grapes to wine, and analyze the wine using materials and instruments supplied in their wine kits. **(NSCI)**

BIOL 185 – Biol in England: Double Helix (3)

Prior to travel, students will study basic evolutionary concepts and DNA structure and function via online lectures. In England, students will learn about animal speciation at the Grant Museum of Zoology, evolution at Charles Darwin's Downe House, anthropology at the Natural History Museum and observe a coastal ecosystem at the Jurassic Coast. Students will learn about the discovery of the DNA molecule at King's College, appreciate the complexity of the human genome at the Welcome Collection and learn about the latest biochemical and molecular discoveries at the Francis Crick Institute. Students will also visit England's historic and cultural sites including: Stonehenge, Roman baths at Bath, Westminster Abby, St. Paul's Cathedral, Parliament, the London Eye and many other sites of interest. **(NSCI)**

BIOL 203 – Anatomy & Physiology I (4)

Prerequisite: high school biology, BIOL 100, 101, 103 or equivalent. Human cell, tissues, skeleton system, muscle physiology, nervous system, special and somatic senses. **(GE02), (NSCI)**

BIOL 204 – Anatomy & Physiology II (4)

Prerequisite: BIOL 203. Continuation of the study of human anatomy and physiology. Topics include circulatory, respiratory, urinary, endocrine, reproductive and digestive systems and water, electrolyte and pH balance. **(GE02), (NSCI)**

BIOL 207 – Human Genetics (3)

Prerequisites: high school biology or BIOL 100 or BIOL 101. Intended for non-science majors, this introductory course provides an introduction to the principles of human genetics. Topics covered include: cells; the structure, function, and regulation of DNA; the biological basis of genetics and inheritance; mutations; expression of genetic information; population genetics; genetic and reproductive technologies; and the social, ethical, and legal impacts of genetic technologies. **(GE02), (NSCI)**

BIOL 208 – Intro to Environmental Science (3)

This course explores the human relationship with the natural environment by examining the critical issues that affect the viability and sustainability of natural resources of our planet. Natural resources, their importance, distribution, and impacts from human use and over-use are examined at local, state, national and global levels. The course uses case studies of current-day environmental issues and their relationship to concepts of ecological, air, soil, water, energy, biodiversity, and population dynamics. Issues are examined from viewpoints of scientific theories of environmental impacts as well as human interactions and constituent viewpoints. **(GE02), (NSCI)**

BIOL 209 – Nutrition (3)

Appropriate for science majors and non-majors, and students pursuing a career in healthcare professions. Examines the fundamentals of nutrition including nutrient composition of foods, macronutrients and micronutrients, physiological factors influencing nutritional needs, nutrient digestion, assimilation, and storage, nutrient requirements across the lifespan, the role of food and nutrients in health and disease, methods used in dietary planning and assessment, sources of nutrition information, scientific methodology and methods used in nutrition research, biotechnologies, and food sustainability and insecurity. **(GE02), (NSCI)**

BIOL 211 – Genetics (4)

Prerequisite: BIOL 103 or BIOL 203. Intended for science majors, this course emphasizes the genetic principles that underlie the molecular basis of heredity. Topics include: the structure, function, and regulation of DNA, genes, and chromosomes; the biological and molecular basis of genetics and

inheritance; mutations; gene expression and regulation; population genetics; genetic technologies. **(GE02), (NSCI)**

BIOL 214 – Cell and Molecular Biology (4)

Prerequisite includes one of the following: BIOL 103, BIOL 203, BIOL 216, BIOL 225. Intended for Science majors, this course covers the biochemical processes that underlie and control cell structure and function, cell growth and differentiation, cell organization and movement, cell bioenergetics and metabolism, cell signaling and communication, molecular genetics, DNA replication and repair, protein synthesis, and gene expression, and addresses experimental design, data analysis, and current applications of biotechnology. **(GE02), (NSCI)**

BIOL 216 – General Microbiology (4)

Prerequisite: high school biology, BIOL 100, 101, 103 or equivalent. Balanced introduction to basic microbiology (biochemistry, taxonomy, genetics, and cell biology), clinical microbiology (pathogenic bacteriology); and applied microbiology (food and industrial microbiology and ecological microbiology). **(GE02), (NSCI)**

BIOL 217 – Water Resources Management (3)

Prerequisites: BIOL 100, 101 or high school biology. Intended for science majors and non-majors, this course introduces students to the principles of aquatic resources management. Topics covered include: physical, biological, and chemical properties of water. We will be covering the watershed concept in management decisions. Students will learn about the major available freshwater resources in the United States, both surface and groundwater. A section of the course will review marine resources and the history of fisheries management. Course content will cover the management and uses of water in the U.S. for industrial, agricultural and drinking water supplies and the U.S. legislation that govern these uses. Students will delve into case studies of watershed management. **(GE02), (NSCI)**

BIOL 218 – Infect. Diseases/Bioterrorism (3)

For science majors or non-majors, this course explores the role of biological, ecological, political, and socioeconomic factors in emerging infectious diseases and bioterrorism. Topics explored include the biology of specific infectious diseases, the relationships between disease agents and vectors, issues related to vaccinations and other disease treatments, the impact of globalization on the spread of emerging infectious diseases, government agencies and disease prevention, food safety, the history and current status of bioterrorism, and societal impacts of emerging infectious diseases and bioterrorism. **(GE02), (NSCI)**

BIOL 219 – Introduction to Cancer Biology (3)

Prerequisite: High School Biology or BIOL 100 or BIOL 101. Appropriate for science majors and non-majors, this course provides a general introduction

to the nature and pathology of cancer with emphasis on the cellular, genetic, and molecular events that transform normal cells into cancer cells. Cancer etiology, staging, classification, detection and diagnostics, epidemiology, societal impact, risk assessment, and classical and emerging targeted therapeutics will be discussed. **(GE02), (NSCI)**

BIOL 223 – General Ecology (4)

Prerequisite: high school biology, BIOL 100, 101, 103 or equivalent. A study of the fundamental principles of the ecology of plants and animals. Topics will include components of the ecosystem; energy flow in ecosystems; ecology of populations; organization and dynamics of ecological communities with a focus on aquatic, wetland and terrestrial ecosystems. **(GE02), (NSCI)**

BIOL 225 – Botany (4)

Prerequisite: BIOL 103. This course introduces the fundamental concepts of plant biology including structure, physiology, reproduction, diversity, taxonomy, and ecology, as well as concepts of plant biotechnology and sustainable agriculture applications as they relate to plant science and economic importance. **(GE02), (NSCI)**

BIOL 226 – Zoology (4)

Prerequisite: BIOL 103 or BIOL 203. This course provides an overview of the principles and nature of invertebrate and vertebrate taxa, with emphasis on invertebrates, focusing on animal classification, morphology, physiology, behavior, development, and evolutionary relationships and history. **(GE02), (NSCI)**

BIOL 227 – Animal Behavior (4)

Prerequisite: BIOL 103. This 4-credit course covers the fundamental principles of animal behavior. Historical foundations and contemporary theories and evidence for a broad range of behavioral topics will be explored, emphasizing behavioral ecology and evolution of behaviors as adaptations. **(GE02), (NSCI)**

BIOL 285 – Intro to Pathophysiology (3)

Pre-requisite: BIOL 203 and BIOL 204. This course provides a foundation of the fundamentals of disease, focusing on the mechanisms that underlie disease states and the body's responses to dysfunction to restore homeostasis. Explores the manifestation, progression, and altered physiological function of various disease states, as well as risk factors, diagnostics, management, treatments, and outcomes. **(NSCI)**

BIOL 291 – Special Topics in Biology (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in biology.

BIOL 292 – Special Topics in Biology (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in biology.

BIOL 293 – Special Topics in Biology (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in biology.

BIOL 294 – Special Topics in Biology (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in biology.

Business

BUS 080 – Fundamentals Bookkeeping (1)

Presents the accounting equation, emphasizing the process of analyzing and recording financial information using the double-entry bookkeeping system. Recording of basic transactions and adjustments for service and merchandising enterprises, and maintenance of accounts receivable and accounts payable records. Students currently enrolled in BUS 101 or who have received a grade in BUS 101 of C or higher may not earn credit for this course.

BUS 090 – Small Business Accounting (2)

Prerequisite: BUS 101. For accounting majors, instruction in small business accounting procedures in conjunction with current accounting principles and tax requirements. Presents variation of the basic system in BUS 101 applicable to a small retail and service business. Topics include cash journals, subsidiary records, year-end cash to accrual conversion, payroll reports, sales tax reports, W-2s, 1099s, and estimated tax payments, as required of businesses operating New York State.

BUS 101 – Principles Accounting I (4)

The first of a two-course introduction to accounting. Introduces financial accounting. Covers the accounting cycle, including worksheet and financial statement preparation; receivables and payables; merchandise inventory; fixed and intangible assets; accounting for cash and payroll; and system and control procedures, including bank reconciliations. Study is applied by means of an assigned accounting practice project. **(MATH)**

BUS 102 – Principles Accounting II (4)

Prerequisite: BUS 101. Second of a two-course introduction to accounting concluding basic elements of financial accounting and introducing managerial accounting. Includes partnership and corporate accounting, emphasizing corporate earnings, equity and investments; manufacturing

inventories, job order costing; product costing and budgeting; standard costing and variances; preparation of statement of cash flows. Course study is applied by means of an assigned accounting practice project. **(MATH)**

BUS 103 – Principles of Business (3)

Overview includes foundations of American business, forms of enterprise, organizing for business, fundamentals of management, the production of goods and services, human relations, unionmanagement relations, marketing, accounting, finance, money and banking, securities and investments, government relations and business law.

BUS 105 – Business Mathematics (3)

Focuses on basic math combinations and shortcuts; problems in buying and selling items, including markups, markdowns, percent and discounts; preparation of banking and payroll records; and computation of simple interest and note discounts. NOTE: This course may be used as a Business or Free elective but cannot be taken in lieu of a required Math course. **(MATH)**

BUS 106 – Consumer Mathematics (3)

Prerequisite: BUS 101 or 105. Reviews basic operations, installment buying, real estate, taxes and insurance, investments, financial statements, basic statistics, present value, annuities and sinking funds. NOTE: This course may be used as a Business or Free elective but cannot be taken in lieu of a required Math course. **(MATH)**

BUS 110 – Introduction to Wine (3)

This course covers the basics of wine, taste and sensory evaluation of wine, and the most prominent wine regions in the world. Strategies for wine storage/cellaring, serving, and proper glassware will also be studied. This class will also study the history of wine and introduce the major grape varieties. Wine descriptors and terminology will be learned and enhanced as the class progresses. Wine tasting/evaluation assignments will be given for students 21 and over. Students taking the class on-line will be given a list of reasonably priced wines (grape varieties) to purchase so they can conduct the sensory/tasting analysis from home. Students under the age of 21 will be given alternate assignments rather than wine tasting.

BUS 150 – Business Communications (3)

Foundation for developing communication skills. Students apply principles of effective business and personal business correspondence. Job application and oral presentation are highlighted; also covers essentials of grammar, punctuation, spelling, use of reference materials, vocabulary enrichment.

BUS 160 – Small Business Management (3)

For students planning to own or manage a small business. Topics include the challenge of ownership and management, planning and organizing a new

business, preparing a business plan, location and layout decisions, controlling the business, selecting and managing staff, marketing, accounting, financial and legal considerations. Preparing a comprehensive business plan is a course requirement.

BUS 165 – International Busi:British Exp (3)

Study/travel course acquaints students with the scope and nature of international business. Walking tours, lectures, and discussions complement visits to prominent institutions such as the Port of London Authority, Lloyds of London, Bank of England, London Transport Museum, American Embassy, London Stock Exchange, Precious Metals Exchange, and Harrods. Contact with labor and trade (import/ export) organizations as well as British and American government officials is also anticipated. Requirements include readings on relevant topics, tours, presentations by officials and a research paper.

BUS 170 – Sports Management (3)

Examines the sports industry and introduces sports management careers. Management functions, unique characteristics of sports, the sports manager's roles, skills, attributes, issues, social and ethical responsibilities.

BUS 200 – Principles of Management (3)

Recommended background: BUS 103. Provides a firm foundation in the primary principles of management. Explores management theory as well as management functions and targets discussion of top and middle managers. Recognizing that the future manager must remain abreast of business trends, current issues are addressed.

BUS 201 – Intermediate Accounting I (4)

Prerequisite: BUS 102. First segment of a two-course comprehensive study covers current financial accounting theories and practices promoted by the profession. Includes various financial statements, related schedules; current assets including cash, temporary investments, receivables; inventory valuation and cost procedures; plant and intangible assets; long-term investments, other assets. Students planning to transfer should contact their prospective institution regarding course transferability. BUS 201 accepted for CPA certification credit in New York State.

BUS 202 – Intermediate Accounting II (4)

Prerequisite: BUS 201. Second of a two-course comprehensive study of financial accounting covers current and contingent liabilities; non-current liabilities; stockholders' equity; accounting for leases, pension costs, income taxes; earnings per share and adequate footnote disclosure; statement of cash flows. Students planning to transfer should contact their intended transfer institution regarding course transferability. BUS 202 is acceptable for CPA certification credit in New York State.

BUS 204 – Marketing (3)

Recommended background: BUS 103. Concept of market strategy planning includes segmentation and forecasting of consumer and organizational markets. Marketing mix variables include product life cycles, packaging, branding, pricing objectives and strategies, physical distribution, retailing, wholesaling, advertising, public relations, sales promotion, personal selling; marketing environment, marketing research, management processes.

BUS 205 – Business Law I (3)

A study of the nature and function of law: civil and common law, contracts, employment law, agency and employment, and personal property. This course also introduces students to the legal aspects of diversity, inclusion, equity, and social justice in the workplace, which includes the violations of employment law and an alignment between DEISJ and employment practices. **(DVRS)**

BUS 206 – Human Resource Mgmt (3)

Recommended background: BUS 103. Personnel management in business; recruitment, selection, testing, employee development; psychological impact of individual and group behavior, motivation, morale, communication; management and labor relations; remuneration and security.

BUS 207 – Business Law II (3)

Prerequisite: BUS 205 or permission of instructor. Continuation of Business Law I. Topics include negotiable instruments, sales, real property, estates, bankruptcy and business organizations.

BUS 216 – Personal Selling (3)

Recommended background: BUS 103. Covers the fundamentals of selling with emphasis on meeting the customer's need. Focuses on the selling process: company history and policies, product knowledge, prospecting, the preapproach, the approach, the sales presentation, the demonstration, handling objections and the close.

BUS 217 – Fraud Examination (3)

Prerequisite: Strongly Recommend BUS 101 and BUS 102. Fraud examination studies the principles and methodology of fraud detection and deterrence; how and why occupational fraud is committed, how fraudulent conduct can be deterred, and how allegations of fraud should be investigated and resolved. The course includes such topics as skimming, cash larceny, check tampering, register disbursement schemes, billing schemes, payroll and expense reimbursement schemes, non-cash misappropriations, corruption, accounting principles and fraud, fraudulent financial statements, and interviewing witnesses. Three lecture hours weekly.

BUS 220 – Business Statistics (3)

Covers the application of statistical procedure to business decision making. Considers the nature and assembling of statistical data, methods of presentation, frequency distribution, measures of central tendency, dispersion, time series, sampling techniques, estimation, hypothesis testing, regression and correlation, index numbers, probability and forecasting. Recommended for business and computer information systems/data processing students only. **(MATH)**

BUS 221 – Accounting Applications (3)

Prerequisite: BUS 102 & 225 Comprehensive course in accounting applications with emphasis on the most widely-used application packages available which include QuickBooks and Peachtree. Includes creating spreadsheet applications for financial and managerial purposes, use of computerized general ledger, accounts receivable, accounts payable, payroll, deprecation accounting systems.

BUS 222 – Federal Income Tax (3)

Prerequisite: BUS 101. An introductory course in federal taxation, presenting the basic tenets of the federal income tax system with an emphasis on the preparation of returns in accordance with current tax statutes. Course content includes coverage of such topics as determining gross income, itemized and business deductions, capital gains and losses, tax credits, tax administration and payroll taxes. Coverage of partnership and corporate returns are at the professor's discretion. Course study is applied by means of an assigned practice project.

BUS 225 – Micro Application Software (3)

Recommended background: basic microcomputer skills such as using Windows menus and mouse, creating, saving, and printing files. Briefly covers microcomputer hardware, the Windows operating system and its file management capabilities. Provides coverage of the features and functions of application programs for word processing, electronic spreadsheets, database management, and presentation graphics. Lecture and hands-on assignments emphasize application to typical business problems. Curriculum is based on the core competencies required for Microsoft Office Specialist (MOS) certification.

BUS 226 – Adv Micro Application Software (3)

Prerequisite: BUS 225. Includes the advanced features of word processing, spreadsheets, database management software, presentation graphics. Topics include workgroups, forms, master documents, list and data management, macros, one-to-many and many-to-many relationships, and applications with multilevel switchboards. Students complete hands on projects using microcomputer lab equipment and software. Curriculum is based on the intermediate-to-advanced competencies for Microsoft Office Specialist (MOS) certification.

BUS 227 – Corporate Finance (3)

Prerequisite: BUS 102. Focuses on the managerial theories and practices of corporate finance, emphasizing the making of financial decisions. Topics include the environment of finance, financial analysis and planning techniques, time value of money, capital budgeting, cost of capital, working capital management, and sources of short-term and long-term financing.

BUS 232 – Intro Social Media Marketing (3)

This course provides an overview of how social media has drastically changed overall marketing strategies, and how companies are embracing social media to enhance customer relationships, brand awareness, and market share. Students will explore the types of social media tools such as (Facebook, Twitter, LinkedIn, YouTube, Instagram, Google etc.), and learn strategies to implement these tools in an overall marketing plan. Students will use case studies and real-world examples to explore current examples and future opportunities of how marketing professionals have capitalized on these social media strategies.

BUS 234 – Social Media Analytics (3)

Prerequisite: BUS 232. This course follows an introduction to social media marketing strategy and presents strategies for setting goals and benchmarks, establishing metrics or KPIs, tracking performance, and reporting ROIs as part of a strategic marketing plan to derive business value from social media. Case studies, analytical web tools, and team projects will be used to apply these concepts to real examples.

BUS 236 – Soc Media Mrktng Strat Capsto (3)

Prerequisites: BUS 232 and BUS 234. This course studies the components of a successful social media strategy for an organization. Students will build a profile for an organization and include an analysis of its target audiences, establish measurable goals, identify challenges, plan policies, assign roles, set a budget, coordinate communication, apply metrics, and establish a change management plan.

BUS 245 – Supervisory Management (3)

Recommended background: BUS 103. Focuses on issues commonly confronting first-line managers. Topics studied include the role of supervisory management, problem solving and decision making, communication, group dynamics, motivational leadership, team building and total quality management, managing human relations and building relationships with superiors and peers.

BUS 246 – Non-Profit Accounting (3)

Prerequisite: BUS 101 & 102. Recommended: BUS 227. Designed to introduce students to the core concepts, principles and practices of Government and Not-for-Profit Accounting and financial reporting under the Governmental Accounting Standards Board (GASB). Emphasis will be focused on scope of

the reporting entity, revenue/expense recognition, asset/liability valuation, budgeting, capital projects and reporting requirements. Study is applied by means of an assigned practice set.

BUS 248 – Event Planning (3)

Recommended background: BUS 103. Designed to introduce students to event planning. The course will focus on the planning and management of corporate events, conferences, workshops, meetings and conventions. Specific topics will include location planning, budgeting, venue requirements/contracts, menu planning, event marketing, guest registration, and risk/issue management. Projects will involve the student volunteering in an authentic event planning experience.

BUS 249 – Intro to Tourism (3)

Recommended background: BUS 103. Designed to introduce students to the tourism industry, the course will focus on the marketing, management and economic impact of tourism. Specific topics will include an exploration of careers in tourism, tourism promotion, tourism service suppliers, destinations, economic, political, environmental and socio-cultural impacts of tourism. Projects will involve student involvement in the tourism industry.

BUS 250 – Wine Marketing and Sales (3)

This course studies essential elements needed to succeed in the wine business. Research and demographics of wine consumers will be studied, with an emphasis on looking toward the future. Topics of study include business strategy for the wine industry, the business of enology and viticulture, supply chain management and quality control, marketing and branding, distribution, sales, tourism, media and public relations, establishment of a tasting room, and environmental and social responsibility. A few wine tasting/evaluation assignments will be given for students 21 and over. Students under the age of 21 will be given alternate assignments rather than wine tasting. Recommended prerequisite Bus 110 Introduction to Wine.

BUS 251 – Income Tax Internship (1)

This course provides students an opportunity to take what they have learned in Federal Income Tax (BUS 222) and apply that in a real-world setting. Students gain knowledge and experience through preparation of individual income tax returns. Students are required to complete eight (8) hours of training resulting in certification from the Internal Revenue Service. Students will complete 40 hours of field experience during the semester. This Income Tax Field Experience will be offered through the VITA/CA$H Program held on the Auburn Campus.

BUS 252 – Convention&Meeting Management (3)

This course introduces students to event management in the field of convention and meetings from preplanning through post-event evaluation. Areas of study will include: site selection and negotiations, program

development, banquet food service, function room set-up, support services, impact of IT, international considerations and current trends. This course will serve as an elective for any business student and is a required course for the Event Management Certificate program. The class will target students interested in obtaining skills in convention and meeting management area.

BUS 253 – Non-Profit Event Management (3)

For nonprofit organizations, special events have become vital tools for their fundraising efforts. This course introduces students to non-profit event management from pre-planning through post-event evaluation. Areas of study will include non-profit event fundraising strategy, goals, budgeting, planning, marketing, administration, sponsorship, logistics, online considerations, volunteers, public relations and networking in the community. This course will serve as an elective for any business student and is a required course for the Event Management Certificate program. The class will target students interested in obtaining skills in non-profit event management area.

BUS 254 – Marketing for Hospitality/Tour (3)

This course is designed to provide an introduction to the general principles of marketing and an in-depth study of marketing focused on the hospitality and tourism industry. The student will be exposed to the relationship between marketing and the consumer experience with opportunities for the student to apply marketing theory utilizing case studies and experiential activities related to the tourism and hospitality industries. Special emphasis will be placed on the importance of research, social media, database marketing and public relations. This course will serve as an elective for any business student and is a required course for the Event Management Certificate program. The class will target students interested in obtaining skills in marketing for the hospitality and tourism area.

BUS 255 – Tourist Destinations (3)

This course examines major tourist destinations throughout the world including the cultural, physical, economic and environmental characteristics of each destination. Tourism development and trends in tourism are explored. Recommended background: BUS 249 (Introduction to Tourism).

BUS 260 – Intro to Project Management (3)

Recommended background BUS 103. Course is designed to introduce students to project management and to the struggles and challenges associated with projects. The course will focus on the hands-on problems of managing a project. It will broadly cover the operational and conceptual issues faced by project managers. Upon completion of this course, students should be able to develop, execute, and control a basic project plan capable of supporting business objectives linked to measures of success for a single project.

BUS 263 – Business Independent Study (3)

This is a travel study course that acquaints the student with the scope and nature of financial services provided in NYC. The student is required to complete a series of on-line assignments prior to the NYC visit. Walking tours, lectures and discussions complement visits to prominent institutions including the Federal Reserve Bank of NY, the New York Stock Exchange and The American Museum of Finance. Additional tours and/or presentations are planned in Government services and oversight, international trade, securities and investment analysis and investment banking. Requirements include readings on relevant topics, tours and presentations and a research paper. Course consists of five weeks on-line instruction then five days travel in NYC.

BUS 271 – Sports Promotions (3)

The purpose of the course is to provide the student with an overview of the sports marketing industry, as well as an overview of the issues encountered by promoters of sports organizations. Ethical and moral issues facing sports promoters will be addressed. The course will explore career opportunities in sport promotion with special emphasis being placed on helping the student understand the qualifications, skills, and career patterns of sport promotion.

BUS 275 – Business Internship (3)

Prerequisites: Sophomore status with at least 30 credit hours (12 of those hours within the sponsoring academic department), a GPA of 2.5 or higher and recommendation from a business faculty member. Students enrolled in certificate programs are exempt from the 30 credit hour requirement. Course provides an opportunity for qualified students to connect classroom learning with practical work experience. Designed to help the student develop marketable skills and gain valuable contacts. Each student's internship process and completion includes learning objectives, job preparation instruction, a faculty/ internship sponsor, and a site supervisor. Students will complete at least 100 hours of work experience during the semester and 20 classroom hours. Students must provide their own transportation to off-campus locations. This course is limited to students residing in New York State.

BUS 291 – Special Topics in Business (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Business.

BUS 292 – Special Topics in Business (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Business.

BUS 293 – Special Topics in Business (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Business.

BUS 294 – Special Topics in Business (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Business.

Chemistry

CHEM 101 – Introduction to Chemistry (4)

Prerequisite: Successful completion of, or placement in, MATH 102 or higher, OR successful completion of high school algebra or MATH 099 with a final grade of C or higher. This is an introductory chemistry course suitable for pre-nursing students, students who have not taken high school chemistry, or students who need a review before taking General Chemistry I (CHEM 103). Topics include measurements, the metric system, unit conversions, atomic structure, bonding, periodic law, nomenclature, reactions, chemical calculations, states of matter, solutions, acids and bases, and a brief introduction to organic chemistry. **(GE02), (NSCI)**

CHEM 103 – General Chemistry I (4)

Prerequisite: high school chemistry and completion of or concurrent enrollment in MATH 104. Includes basic calculations, periodic trends of the elements, introduction to precipitation, acid-base and oxidation reduction reactions, ionic and covalent bonding, introduction to thermodynamics, and gas laws. **(GE02), (NSCI)**

CHEM 104 – General Chemistry II (4)

Prerequisite: CHEM 103. Continuation of CHEM 103; includes the study of liquids, solids, phase changes, chemical kinetics, chemical and aqueous equilibria (acid-base, solubility), thermodynamics, electrochemistry, transition elements and coordination chemistry, and introduction to organic chemistry. **(GE02), (NSCI)**

CHEM 108 – Forensic Science (3)

Provides criminal justice students with a basic knowledge of forensic science as applied to criminal investigation and related police science fields. Focuses on applied forensic science, laboratory techniques and procedures

CHEM 207 – Organic Chemistry I (4)

Prerequisite: CHEM 103-104. Study of organic compounds: nomenclature, properties, preparations; reactions, mechanisms and preparation, purification and analysis of organic materials. Laboratory work emphasizes technique and involves development of important basic skills. Preparation, purification and analysis of organic materials are also studied. **(GE02), (NSCI)**

CHEM 208 – Organic Chemistry II (4)

Prerequisite: CHEM 207. Course is a continuation of Organic Chemistry I.
(GE02), (NSCI)

CHEM 291 – Special Topics in Chemistry (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Chemistry.

CHEM 292 – Special Topics in Chemistry (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Chemistry.

CHEM 293 – Special Topics in Chemistry (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Chemistry.

CHEM 294 – Special Topics in Chemistry (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Chemistry.

College Success

CAY 100 – Fndtns for College Success 1 (1)

Cayuga 100 is designed to increase students' success in college, and is designed for students who are not able to take CAY 101. This course will introduce a few of the key On Course principles: active learning, personal responsibility, self-motivation, self-awareness, and emotional intelligence. Through readings, journals, class activities, and group projects, students will use many proven strategies for creating academic, professional and personal success. One credit hour. Note: CAY 100 or 101 may be required based on academic preparation and placement test results.

CAY 101 – Fndtns for College Success (3)

Cayuga 101 is designed to increase students' success in college. The purpose of the course is for students to be able to understand, evaluate, and plan to navigate critical aspects of college life at Cayuga Community College. This course will help students achieve success in college and in life by following the eight On Course principles: personal responsibility, self-motivation, self-management, interdependence, self-awareness, lifelong learning, emotional intelligence and belief in themselves. Additionally, this course will create opportunities for students to master effective study skills. Through readings, journals, class activities, group projects and a comprehensive final project, students will learn about college expectations, using many proven strategies for creating academic, professional and personal success. Three contact hours weekly. Note: CAY 100 or 101 may be required based on academic preparation and placement test results.

Communications

COMM 101 – Introduction Mass Media (3)

Prerequisite: ENGL 101 or concurrent enrollment. Introduces the practices and business aspects of American mass media industries. Explores the history, structure, organization, function and effects of mass media. **(GE07), (HUMN)**

COMM 103 – Introduction Moving Image (3)

Covers the development and employment of television and film techniques. Emphasis on how these techniques are used as a form of artistic expression and create meaning. Classic films, from the silent period to the present day, and television pro¬grams are screened. **(ARTS), (GE08)**

COMM 110 – Media Literacy (3)

This course presents students with an understanding of what constitutes media and how it impacts the decisions we make regarding all aspects of life. It will demonstrate ways of discovering, interpreting and creating media messages. Students will learn to analyze how all types of media influence culture and life choices. **(ARTS), (GE08)**

COMM 120 – Public Relations (3)

This course examines the history and scope of the public relations industry. This includes a survey of the roles and responsibilities of the public relations professional in the private and public sectors. Through examination of the importance of the audience and audience research in public relations program planning, how public relations differs from advertising, and the use of traditional publicity tools like press releases and press kits to reach targeted audiences, students will gain an overall understanding of the public relations field. Recognition of the importance of ethics, integrity, and relationship building as a foundation for public relations will also be explored.

COMM 130 – Human Communication (3)

This course introduces students to communication studies. It surveys topics in human perception, language, relationships, face-to-face and mediated communications. Models for effective communication are explored for various contexts and cultures. **(GE03), (SOCS)**

COMM 150 – Photography:Digital Imaging (3)

Lectures, demonstrations and hands on activities will enable students to discover the basic theory and applications of film based and electronic imaging. Students will learn how to work with captured images, process and manipulate digital images, and create picture files that can be sequenced, saved or outputted to electronic imaging or printing devices. **(ARTS), (GE08)**

COMM 201 – Media and Society (3)

This course will examine the relationship between mass media and society. It will provide students with an understanding of the ways mass media and society relate to each other historically and in relation to race, class, and gender in an increasingly technologically complex modern world. The concepts of media literacy will be an integral part of the course. **(DVRS), (GE03), (GE07), (HUMN), (SOCS)**

COMM 207 – Video Production I (4)

Prerequisite: TELC 104. Hands-on equipment operations course builds on knowledge from TELC 104. Lectures cover equipment use and production techniques. TV studio, portable television equipment, and editing facility are used in weekly four-hour labs. Students produce several studio and remote programs which may be cablecast for public viewing. **(ARTS), (GE08)**

COMM 208 – Video Production II (4)

Prerequisite: COMM 207. Combines production knowledge from TELC 104 and COMM 207 with effective communication theory. Lectures emphasize preproduction planning, audience research, and effective script design. Labs add experience and expertise in operations. Students produce studio programs for public view, and small teams work on longer remote productions requiring more sophisticated message design and technical editing. **(ARTS), (GE08)**

COMM 218 – Documentary Production (3)

This course will introduce students to the documentary production process. Students will learn the history and development of documentary production as well as contemporary techniques. Various techniques of documentary research, writing, and production will be covered. Students will write, shoot, direct, and edit a short documentary either individually or as part of a production team.

COMM 250 – PR Cases and Analysis (3)

This course is designed to enhance public relations knowledge public relations specialists in workplace applications. Through the use of case studies, students will learn to think and act like PR communications professionals while also examining how PR executives and practitioners deal with day-to-day tasks. The course will prepare students for the real world of public relations by evaluating multiple PR strategies, tactics, and outcomes from various disciplines and sectors. Case studies include situations pertaining to crisis communications, media relations both mainstream and social media, as well as marketing, public relations and community relations.

COMM 291 – Special Topics Communications (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Communications.

COMM 292 – Special Topics Communications (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Communications.

COMM 293 – Special Topics Communications (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Communications.

COMM 294 – Special Topics Communications (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Communications.

Computer Science

CS 025 – Electronic Spreadsheets (1)

Introduces the capabilities of electronic spreadsheets. Students learn how to create, save, retrieve, and print spreadsheets, write formulas, use functions, format numeric data, create graphs from spreadsheet data, sort data, and modify the spreadsheet display.

CS 035 – Computing Skills for Academics (1)

This course is intended for students who desire to enhance their computer skills and gain experience using college specific technologies. This class covers basic computer use, navigation of networks and online management learning systems, file management, word processing, basic use of spreadsheets, and presentation software. This course is designed to equip the student with basic computing tools necessary in today's college environment.

CS 055 – Intro Microsoft Word: Windows (1)

Introductory hands-on class emphasizes practice in creating, editing and formatting a variety of documents. No previous computer experience is necessary but typing ability of at least 30 WPM is recommended.

CS 056 – Intermediate Word: Windows (1)

Topics covered include formatting (page size and orientation, headers and footers, column format, importing pictures), designing tables, merging files, templates, styles and style sheets, wizards, macros, and AutoText.

CS 070 – Introduction Internet (1)

For students with no internet experience, includes the nature of the internet, e-mail, chat, Telnet, FTP, Usenet, ListServers, World Wide Web, search engines, and basic HTML for a web page. Includes demonstration and hands-on experience.

CS 080 – Microcomputer Maintenance (1)

Designed to provide familiarity with the basic hardware components of a computer system, specifically the motherboard, microprocessor, hard disk, RAM, and interface boards. Working in a laboratory setting, students complete hands-on exercises in testing, upgrading, and modifying computer components.

CS 082 – Help Desk/Software Concerns (1)

Prerequisite: BUS 225 or MS Office applications experience. Overview of the knowledge, skills, and concepts of typical help or support desk functioning. Also introduces selected technical problems and solutions as well as discussions of technical communications.

CS 100 – Keyboarding (1)

For students who have had no previous typing instruction. Using the touch system, students learn the keyboard and numeric pad and apply this skill on a computer terminal.

CS 103 – Windows Operating Systems (1)

An understanding of Windows capabilities and features. No prior computer experience is required. Fundamentals of using the interface, working on the desktop, working with disks, creating files with Windows programs, managing files and folders, modifying the desktop work environment, installing and uninstalling programs, performing file and Web searching, and using integrated Internet Explorer features.

CS 110 – Exploring Computer Technology (3)

Course for non–computer science majors builds computer competency and broadens perspective on the use of technology. Hands-on lab projects focus on purchasing computer systems and devices; using productivity software such as word processing, spreadsheets, presentation graphics and e-mail; file management; working in wired and wireless network environments; searching, evaluating, and citing web sources; editing digital photos; working with multimedia; and designing simple web pages.

CS 120 – Foundations:Computer Science (3)

Prerequisite: Completion of, math placement beyond, or concurrent enrollment, in MATH 102. Introduction to computer science, including data storage and manipulation, operating systems, networking, algorithm development, an overview of programming languages and concepts, and the concept of software engineering. This course is intended for students enrolled in a CS, C.I.S., GIS, or engineering related program.

CS 180 – Principles Data Communications (3)

Introduces the concepts and components of a data communication system. Covers an overview of data communications, hardware and software

associated with data communications, common carriers versus private communications services, and network concepts.

CS 200 – Programming Visual Basic (3)

Prerequisite: CS 120 or MATH 104 or MATH 114 or equivalent programming experience. Focuses on programming in Visual Basic and introduces computer programming using the Microsoft Visual Basic language. In developing programming techniques, students will have an available tool for exploring many areas of problem-solving with a minimum background.

CS 215 – Systems Analysis & Design (3)

Recommended background: BUS 225 or equivalent computer application experience. Covers methods involved in analyzing and designing information systems. Focuses on investigation analysis techniques; data flow diagrams; general and detail systems design; layouts for reports, outputs, and files; system development implementation and documentation. Students work on simulated case studies as a team to present solutions that reinforce the life cycle phases of systems analysis and design.

CS 219 – Database Management Systems (3)

Prerequisite: CS 120, BUS 225 or proficiency in MS Access or other comparable relational software. Recommended: CS 215 and BUS 226. Focuses on the organization and design of databases that satisfy MIS requirements using relational database management systems. Builds skill in entity relationship diagramming, database normalization and structured query language. Course also discusses the administration of a database in a client/server environment. Projects are completed in microcomputer lab.

CS 222 – Programming in C/C++ (3)

Prerequisite: CS 120 or MATH 104 or MATH 114 or equivalent programming experience. Foundation course in use of high-level language. To support assigned laboratory exercises, includes use of fullscreen editor, compiler, linker, execution environment of a C compiler/interpreter, top-down programming operators, arrays, loops, pointers, control statements, data structures, file processing, disk functions, sorting/ searching, and recursion.

CS 224 – Operating Systems for Micros (3)

For students with little computer experience, general introduction to computer software and Windows operating system applications, documents, managing files, word processing, graphics, customizing windows, accessories, networking, and the internet.

CS 225 – Intro to Networks (3)

Prerequisite: CS 120 or related computer experience. This course includes: Fundamental Concepts of Networking, OSI Model, Router and Switch

configuration, IP Addressing, Subnetting, and configuring VLANs. The course will teach the student to apply these concepts to network equipment.

CS 227 – Microsoft Windows Serv Admin (3)

Prerequisite: CS 120, CS 225 or related computer experience. The network server operating system and its functions are the focus of this course. Areas of study include the configuration, maintenance and administrative tasks of server roles, services and features. This includes the topics of domain controllers, AD, DHCP, DNS, IIS and user/group policies. This course is designed to prepare the student with the basic aptitude to support a computer network system.

CS 228 – Introduction Unix/Linux (3)

Prerequisite: CS 120. Basic operating system concepts, command line programs and utilities, organization of files, processes control, multitasking, shell programming, system administration, the vi editor, and introduction to the basics of awk and perl programming for system administration. Students spend a portion of the class installing, configuring, and administering their own Linux system.

CS 235 – Web Page Design & Development (3)

Recommended background: BUS 225 or related computer experience. Course provides hands on experience in planning and developing a web page. Students work with the lates versions of HTML and CSS coding languages, a Web Browser, and a web page editor as tools to develop a functional and responsive Web application. Important topics include developing effective page layouts, fonts, colors, graphics, and other interactive Web Page elements. Accessibility and responsive mobile design are also implemented.

CS 236 – Advanced Visual Basic (3)

Prerequisite: CS 200 or equivalent computer experience. Defines and teaches the basic skills of Visual Basic, including skills that enable students to browse, receive, and send objects via the internet and place text, pictures, animation, audio commentary; motion video clips; and stereo sound tracks.

CS 237 – Internet Security (3)

Prerequisite: CS 120 or related computer experience. Introduction to network security issues including access control, communications, internet and intranet. Step-by-step explanations of design and installation of firewalls and configuring into internet services. Buffer overruns and other software development errors will also be discussed.

CS 238 – Java (3)

Prerequisite: CS 120 or related computer experience. Programs, exercises and projects focus on principles of software design and program clarity to solve realworld problems. The language uses object-oriented programming

and graphical interface design. Provides graphical, animated, multimedia-based, audiointensive, multi-threaded, network-based programs using extensive class libraries.

CS 239 – Java II (3)

Prerequisites: Math 108, CS 238. This course covers the fundamentals of algorithms and object oriented software development. Topics include: primitive and reference data types, encapsulation, information hiding, selection, iteration, functions/methods, parameters, recursion, exception handling, generic linear data structures (arrays, records/structs) and maps, file types, file I/O, simple GUIs with event handling, programming to an interface, lambda expressions, semantics of inheritance and use of polymorphism, relation with subtyping, search, select and sort algorithms, complexity notation, documentation using standard tools, program testing (unit testing) and debugging, and reasoning about control flow in a program.

CS 275 – Computer Technology Internship (3)

Prerequisite: Students must have completed at least 15 credits in computer or computer-related courses and be approved by computer science faculty. This course will provide an opportunity for qualified students to connect classroom learning with practical work experience and develop skills at a job site. Students will identify their career skills and develop specific learning goals for the work assignment. Students will prepare an employment portfolio to present to employer sponsors. Relevant work experience is sponsored by an area employer for a minimum of 120 work hours and performed off campus. Class meetings per student/instructor/ sponsor contract.

CS 291 – Special Topics in Comp Science (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Computer Science.

CS 292 – Special Topics in Comp Science (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Computer Science.

CS 293 – Special Topics in Comp Science (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Computer Science.

CS 294 – Special Topics in Comp Science (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Computer Science.

Criminal Justice

CJ 111 – Introduction Justice Systems (3)

Comprehensive survey of justice systems including historical, organizational, social, functional and administrative aspects. Provides the background and principles to introduce students to succeeding specialized courses.

CJ 112 – Organization & Adm Justice Sys (3)

Covers the techniques of organization and administration within public safety areas. Also covers organizational control, leadership motivation and goals and the study of future trends.

CJ 115 – Criminal Law (3)

Provides the student with a working knowledge of the NYS Penal Law, its application and enforcement, and its introduction into the court system. Also instructs the student on selected NYS Criminal Procedural Law sections that are applicable in the instruction of the Penal Law.

CJ 117 – Juvenile Delinquency (3)

Considers factors related to delinquency and crime, problems of treatment within institutions, and the organization and administration of delinquency prevention programs at the state, county and local level. Examines juvenile court procedures and control programs.

CJ 119 – Criminal Investigations (3)

Includes the theory of an investigation, report preparation, conduct at scenes, the collection and preservation of physical evidence, proper investigation of most major crimes and related incidents. Also studies recent innovations in the investigation field.

CJ 121 – Institutional Corrections (3)

Comprehensive study of the origin and development of the philosophy of treatment, administration and structure of the correctional system; legal basis of treatment; institutional training and treatment programs, focusing on today's correctional institutions.

CJ 123 – Laws of Evidence (3)

Focuses on court structure, statutory and common law, types and rules of evidence, collection of evidence and preparation for court proceedings. Hearsay rule, confrontation clause, and briefing cases are addressed. Students will practice Socratic method with illustrative cases. Course also includes discussion of contemporary court issues.

CJ 131 – Intro to Law Enforcement (3)

This course examines the difficult decisions criminal justice professionals make in an environment of competing interests. Students will critically analyze ethical dilemmas that complicate decision making within the context of not only ethics, but also morality and human behavior.

CJ 132 – Introduction to U.S. Courts (3)

This course is an introduction to the structure of the American courts system and its practices and policies. The course will focus on the role of the court system, prosecution, right to counsel, pre-trial and trials, the grand jury process and sentencing. The course will further investigate local, state, federal and specialty courts. It further reviews the historical development of the court system and its impact on the US criminal justice system.

CJ 133 – Introduction to Corrections (3)

This course is an introduction to the corrections system and will provide an overview of current institutional practices, policies, and legal issues. The course will focus on the relation of corrections to the criminal justice system, theories, and the role of institutions within the corrections system. It further reviews the historical development of crime and corrections, sentencing, jails, prisons, agencies, prison life, and challenges facing correctional populations. It will further explore the principles and practices of treatment accorded to offenders in various types of correctional settings.

CJ 140 – Intro to Homeland Security (3)

This course introduces the policies, practices, concepts, and challenges professionals in Homeland Security profession. It provides an overview of threats to domestic security from terrorism, weapons of mass destruction, and other related threats and risks. Students will survey the various strategies and systems involved in protecting against and responding to homeland threats. Further inspection of study will include the managerial, social and political implications, legal and organizational issues related to crisis planning and response, the National Incident Management System impact on local practices, risk assessment, medical and public health emergencies, communications and technology systems, and infrastructure protection.

CJ 150 – Intro Crime Analy&Intelligence (3)

Prerequisite: CJ 111 or permission of the program Coordinator. This course will provide an introduction overview of crime analysis through theoretical foundations and application. The course will examine the development of crime analysis and intelligence gathering to include background and analytical concepts for laying the groundwork to be career analysts and homeland security/law enforcement professionals.

CJ 160 – Introduction to Security (3)

An introduction course to the legal, philosophical and historical concepts of the security field. An examination of the origins and development of security,

educational institutional security, hospital security, business security, premise security and retail and loss prevention security will be examined. Investigative, risk analysis, security concerns and homeland security will also be discussed. Emphasis will be on organizational relations and security awareness.

CJ 165 – Public Safety Great Britain (3)

International study course features intensive two-week series of tours, lectures, and discussions. Participants explore British public safety issues and their historical and cultural influences and compare trends in American and British systems of public safety and law. Visits include Inns of Court, Royal Courts of Justice, Parliament House, police and fire stations, and sites not open to the general public. For criminal justice majors and others in law, law enforcement, and public safety fields.

CJ 170 – Intro to Emergency Management (3)

This course introduces the policies, practices, concepts, and approaches to emergency management. It provides a comprehensive overview of emergency management. Students will survey the various strategies and systems involved in emergency management along with historical impacts, policy, and management. The four disciplines of emergency management (Mitigation, Preparedness, Response and Recovery) will be detailed and focused upon. Roles, duties, and administration of operations, the logistics and legal issues surrounding emergency management will also be covered.

CJ 210 – CJ Report Writing (2)

This course is the study and preparation of the necessary instruments (forms) in the discipline of criminal justice. Specific writing instruments is a requirement of the profession and practical guidance is essential to complete these instruments properly. Students will identify the proper documents and instruments (forms) needed in law enforcement and correction agencies. Proper identification, completion and preparation of legal instruments (forms) is an integral part of the criminal justice profession.

CJ 211 – Case Studies: Criminal Behav (3)

Prerequisite: CJ 111. Covers material from the crime to the institutionalization of the criminal. Intensive case analysis shows various types of crime and the methods, treatment and supervision of the individual.

CJ 213 – Community Corrections (3)

Comprehensive survey and examination of New York State correctional structure and its relationship to probation and parole. Examines community treatment in the correctional process, focusing on pre-sentence investigation and selection, supervision and release of probationers and parolees. Includes historical development of probation and parole, alternative treatment methods and analysis of current supervision philosophies.

CJ 220 – Criminology (3)

Recommended background: CJ 111 or SOC 101. Studies the causes of crime and detection and treatment methods. Also covers the historical approach and modern methods.

CJ 222 – Constitutional Law (3)

Prerequisite: CJ 111. Traces the history of common law and development of case law in the United States. Development of an individual's constitutional rights is explored through Supreme Court cases. History of the Exclusionary Rule is followed through cases that changed its application. Controlling cases that apply the First, Second, Fourth, Fifth, Sixth, and Eighth Amendments of the Constitution are studied.

CJ 230 – Criminal Justice Ethics (3)

Prerequisite: CJ 111. This course examines the difficult decisions criminal justice professionals make in an environment of competing interests. Students will critically analyze ethical dilemmas that complicate decision making within the context of not only ethics, but also morality and human behavior.

CJ 240 – Threats to Homeland Security (3)

Prerequisites:: CJ 140 and CJ 111 with a minimum grade of "C" or permission of the Criminal Justice Coordinator. This course furthers study of the introduction of homeland security and focuses on the threats to the homeland and the interests of the United States at home and abroad. Discussion will be on such topics as domestic and international terrorism, bio-hazards, weapons of mass destruction, cyber-security and terrorism, and emergency management initiatives and responses. Further explanation will be on the expectation and role of first responders from a local, state, and federal level as well as community involvement.

CJ 250 – Interm.CrimeAnaly&Intelligence (3)

Pre-requisites: CJ 111 and successful completion of CJ 150 – Introduction to Crime Analysis with a "C or better, or permission of the Criminal Justice Coordinator. This course will provide a broader overview of crime analysis and intelligence through theoretical foundations and application. This is a continuation of CJ 150 – Introduction to Crime Analysis. The course will examine the development of crime analysis and intelligence gathering that includes and utilizes critical thinking skills for analyzing crime, intelligence, and data. Application of data with hands-on analysis will be applied in this course.

CJ 265 – Internship: Criminal Justice (3)

Offered to criminal justice majors in cooperation within all the various criminal justice fields. Students have on-the-job training at the selected agency in the area of major interest. Students may participate with the respective Division Chair's authorization and must have maintained a

minimum of a 3.0 GPA. In-service students may not perform independent study in the area of their regular employment. Course is limited to 3rd or 4th semester students with approval from the Division Chair. Students must provide their own transportation to off-campus locations.

CJ 291 – Special Topics in Crim Justice (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Criminal Justice.

CJ 292 – Special Topics in Crim Justice (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Criminal Justice.

CJ 293 – Special Topics in Crim Justice (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Criminal Justice.

CJ 294 – Special Topics in Crim Justice (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Criminal Justice.

Culinary Arts

CULA 100 – Food Safety and Sanitation (2)

This is an introductory on the principles basic principles of food safety and sanitation in the culinary industry. Topics covered will include: New York State regulations, food handling, food storage, personal hygiene, cross contamination, and related topics.

CULA 101 – Culinary Methods/Techniques I (4)

Co-requisite: CULA 100. This course focuses on the basic principles of the Culinary Arts. Emphasis is placed on food and kitchen safety, proper identification of kitchen tools and ingredients, "mise en place", knife skills, and proper use of tools. Professional culinary industry standards of behavior and uniform will be covered.

CULA 102 – Culinary Methods/Techniques II (4)

Prerequisite: CULA 101 or equivalent. This course focuses on the techniques of basic cooking skills in the culinary industry. Topics covered will include cooking using moist, dry and combination heat; stocks, sauces and soups; advanced knife skills; and related topics.

CULA 110 – Professional Cooking Methods I (4)

Prerequisite: CULA 101 or equivalent. This course will focus on enhancing students' knowledge of the fundamental concepts and skills of basic cooking techniques. Emphasis will be placed on cooking methods for vegetables, pasta and grains; preservation and canning techniques; charcuterie preparation techniques; as well as farm and sustainable food products.

CULA 111 – Prof Cooking Methods II (4)

Prerequisite: CULA 110 or equivalent. Combines techniques covered in CULA 102 and 110 with the skills and techniques involved in the preparation of appetizers, cold food (garde manger), basic pastries, and international cuisine. Execution of menus and plate presentation is also covered.

CULA 120 – Intro-Hospitality and Service (3)

This course focuses on the basic principles of hospitality and service. Service and hospitality in the culinary, tourism and hospitality industries will be covered. Students will learn professional standards of behavior, communication skills and customer relations. Career opportunities will also be covered.

CULA 130 – Food Purchasing (3)

Prerequisite: CULA 101. This course presents students with the practices of purchasing food, beverages, and supplies for the culinary and hospitality industries. Markets, evaluation techniques, storeroom procedures, government regulations, quality control, product knowledge, and purchasing procedures will be covered.

CULA 275 – Internship in Culinary Arts-AL (3)

Prerequisite: CULA 111 or equivalent. This class consists of intensive individual study and field experience at a culinary-related facility. Requires a minimum of eight hours weekly at internship site and one weekly class meeting for progress reports and instruction. Requires periodic written reports and a journal of onsite activities.

CULA 291 – Spec Topics in Culinary Arts (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Culinary Arts.

CULA 292 – Spec. Topics in Culinary Arts (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Culinary Arts.

CULA 293 – Spec. Topics in Culinary Arts (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Culinary Arts.

CULA 294 – Spec. Topics in Culinary Arts (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Culinary Arts.

Early Childhood

ECH 101 – Intro to Early Childhood (3)

Prerequisite or Corequisite of ECH 110. Recommended background: PSY 215 . Students will study the history and development of Early Childhood Education. Students will study diversity, equity, inclusion and social justice from a historical and current perspective in the context of social structure and systems in an effort to develop skills that promote rights, access and equity in Early Childhood Education. The needs of children (birth through 8 years) will be studied for the purpose of applying the principles of growth and development to the use of appropriate materials and activities. The development of skills to work with children, families and the community will be emphasized. **(DVRS)**

ECH 102 – Curr & Assess Early Child Ed (3)

Prerequisite or Corequisite: ECH 101. Students will continue to explore various aspects of Early Childhood Education with an emphasis on assessment, curriculum development, classroom management, multiculturalism, inclusion, and family and community involvement. Students will begin to apply the principles of early childhood education to the development of lessons and thematic units. The development of materials to be utilized in the classroom will be emphasized. Three class hours per week.

ECH 103 – Early Child Field Exp (3)

Prerequisite or Corequisite: ECH 102; recommended background ECH 110. This course provides students with practical experience with Pre-K-2nd grade children. Students will gain knowledge about early childhood programs with an emphasis on programs serving 3–8-year-old children. Students work in community early childhood settings on a weekly basis for the entire semester. Seven hours field experience weekly for a minimum of 90 hours and five seminar hours.

ECH 104 – Early Child Field Exp II (3)

Concurrent enrollment with ECH 102 required. Prerequisites: ECH 110 and 103 or 106 & GPA of 2.3. Provides additional practical experience with children from five to eight years of age in an elementary school setting with an emphasis on increased involvement with children. Students develop lessons and materials and are expected to assume an active role in the teaching process by presenting their lessons and materials in the classroom. In addition to 5 seminar/lecture hours, students complete 7 hours weekly for a total of 90 hours of fieldwork. Students must provide their own transportation to off-campus locations.

ECH 105 – Early Child Fld Exp:LA Majors (2)

Concurrent enrollment with ECH 102 required. Prerequisites: ECH 106 and 110 & GPA of 2.3. Provides practical experience with children in a preschool setting. Students gain knowledge about early childhood programs by working in classrooms serving three and four year old children. In addition to seminar/lecture 5 hours, students complete 6 hours of fieldwork weekly for a minimum of 75 hours. Students must provide their own transportation to off-campus locations.

ECH 106 – Classroom Observation (1)

Prerequisite or Corequisite: ECH 101. Taken by Early Childhood concentration students, Early Childhood Certificate students, and students taking the course as a free elective.) Provides practical experience with children from birth through 8 years of age in a variety of early childhood settings. Students observe in classrooms serving infants, toddlers, preschoolers, Universal PreK, Kindergarten, and grades 1 and 2. Students observe on a weekly basis for the entire semester (three hours field experience weekly) for a minimum of 30 hours and also complete 5 seminar hours.

ECH 110 – Methods & Materials Erly Child (3)

This course examines the methods and materials used in early childhood classrooms. Special emphasis is placed on the selection, development, and use of a variety of teaching materials. Topics include learning centers, games, manipulatives, visuals, classroom design, technology, music, bulletin boards, and professional journals/resources.

ECH 111 – Infants & Toddlers (3)

Examination of programs, methods and materials utilized in early childhood education programs serving children from six weeks to three years of age. Special emphasis will be placed on the selection, development, and use of strategies that foster the emotional, physical, social and cognitive development of infants and toddlers. Students must complete 20 hours of observation in infant/toddler programs. Students must provide their own transportation to off-campus locations.

ECH 222 – Teaching Math & Science (3)

Prerequisites: Math 099 or pass placement test for Math 099, and ECH 110. Examines developmentally appropriate theory and methods for teaching math and science to young children. Hands-on experiences will facilitate the planning and implementation of math and science into the early childhood curriculum. Classroom visits to off-campus early childhood classrooms may be required. Students must provide their own transportation to off-campus locations

ECH 291 – Spec. Topics in Early Child Ed (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Early Childhood Education.

ECH 292 – Spec. Topics in Early Child Ed (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Early Childhood Education.

ECH 293 – Spec. Topics in Early Child Ed (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Early Childhood Education.

ECH 294 – Spec Topics in Early Child Ed (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Early Childhood Education.

Economics

ECON 102 – Personal Finance (3)

For students who desire knowledge in managing their personal finances. Topics include budgeting; saving; borrowing; home purchasing; automobile purchasing; life, auto and home insurance; health, disability and retirement programs; estate planning; and investing. **(SOCS)**

ECON 201 – Introduction Economics I (3)

This is an introduction to macroeconomics. The course covers how society chooses to allocate scarce resources within the context of the whole economic system. The focus is on how markets function, various macroeconomic theories, the role of government in an economic system, the international economy, the role of money in an economic system, the policy responses to the problems of inflation, unemployment and slow economic growth. This class also studies how various races, genders and classes have fared in labor markets, as well as the dynamics of power, privilege, oppression and opportunity. **(DVRS), (GE03), (SOCS)**

ECON 202 – Introduction Economics II (3)

Recommended background: ECON 201. Focuses on the microeconomic structure of our economy including supply and demand theory, individual firm and market theory, and factor market analysis. Topics may include international trade and finance, government regulation, labor-management relations, and the economics of energy and the environment. **(GE03), (SOCS)**

ECON 203 – Intro Labor-Management Rel (3)

Recommended background: ECON 201. Introduces the history and ideology of the American labor movement, collective bargaining, contract administration, dispute resolution, labor legislation and relevant economic theory. Studies contemporary labor-management issues and problems within this topical framework. Students are involved in case studies, simulation exercises, field trips, and class discussion. Guest speakers are invited.

ECON 205 – Money & Banking (3)

Prerequisite: ECON 201. Covers the history and functions of money and credit, commercial banking, central banking, monetary theory, other banking and credit institutions, and international banking.

ECON 291 – Special Topics in Economics (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Economics.

ECON 292 – Special Topics in Economics (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Economics.

ECON 293 – Special Topics in Economics (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Economics.

ECON 294 – Special Topics in Economics (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Economics.

Education

EDU 120 – Technology for Teachers (1)

Concurrent enrollment in ECH 110 recommended for all Early Childhood programs (associate degree, certificate, or concentration). Surveys classroom applications of technology with emphasis on use by the teacher.

EDU 202 – Foundations American Education (3)

Examines issues of education and the social, historical, philosophical, political, and cultural foundations which influenced their development; also examines the social purposes of education through social and behavioral sciences; explores the impact of social differences on education; helps the student develop a personal philosophy of education; and examines the relationship of schooling to democratic principles. Students must complete 20 hours of observation in classrooms based on their chosen area of interest: Childhood-1st through 6th grade or Adolescence-7th through 12th grade. Students observe 2 hours per week for the entire semester; students must provide their own transportation to offcampus locations.

EDU 203 – Field Exp:Child/Adolescence (1)

Students observe in classrooms based on their chosen area of interest (Childhood: grades 1-6; or Adolescence: grades 7-12). Students observe on a weekly basis for the entire semester (two hours fieldwork weekly) for a

minimum of 30 hours. Students must provide their own transportation to off-campus locations. This course is only open to students transferring a Foundations of American Education course from another institution that does not include the required number of fieldwork hours.

EDU 291 – Special Topics in Education (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Education.

EDU 292 – Special Topics in Education (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Education.

EDU 293 – Special Topics in Education (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Education.

EDU 294 – Special Topics in Education (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Education.

Electronics

ELEC 101 – Electrical Circuits (4)

Prerequisite or co-requisite: MATH 102. Focuses on the general principles of DC and AC circuitry with emphasis on the use of multimeters and oscilloscopes. Introduces a computer simulation program to aid the students in validating their experimental results and developing troubleshooting skills. Required of students enrolled in Electrical Technology and recommended to all students desiring a beginning course in electronics. No prior electronics knowledge is necessary.

ELEC 102 – Basic Electronics (4)

Prerequisite: ELEC 101. Introduces the diode and transistor semiconductor devices within the applications of rectification, amplification, and advanced waveform shaping. Emphasis on multimeters and oscilloscopes throughout the experimental and simulation experiments.

ELEC 105 – Digital Electronics (4)

Prerequisite or co-requisite: MATH 102. Concentrates on digital integrated circuits including logic gates, arithmetic circuits, flip-flops, latches, registers, and memories. Focuses on schematic analysis of a simple digital computer to complement the students' troubleshooting development and understanding of the application of digital circuits. Emphasis on logic pulsers and probes test equipment for the laboratory work, and logic analyzers for

the computer simulation experiments. No prior electronics knowledge is necessary

ELEC 107 – Fundamentals Microcomputers (4)

Prerequisite: ELEC 105. Introduces the internal structure of microprocessors through assembly language programming exercises. Emphasizes roles of hardware and software within a microcomputer through interfacing experiments between the microprocessor and various peripheral devices. Compares the features between the 8-, 16- and 32-bit microprocessors on the market.

ELEC 201 – Intermediate Electronics (4)

Prerequisite: ELEC 102. Focuses on oscillators, operational amplifiers, power amplifiers, Field Effect Transistors (FETs), 555-timers. Emphasizes use of multimeters and oscilloscopes for experimental and computer simulation troubleshooting exercises.

ELEC 204 – Industrial Electronics (4)

Prerequisite: ELEC 101 and ELEC 105. Focus on power control and instrumentation; emphasis on applying electronic concepts from ELEC 101, 102, 105, 201. Topics include schematics, ladder diagrams, varistors, thermistors, UJTs, DIACs, TRIACs, SCRs, hall effect sensors, photo transmitters and detectors, pressure sensors, proximity detectors, optoisolators, relays, solid state relays, timers, timing relays, solenoids, temperature sensing devices, motors.

ELEC 207 – Semiconductor Manufacturing (3)

Recommended background or concurrent enrollment: CHEM 101. Overview of the fabrication and operation of integrated circuits and MicroElectroMechanical (MEM) devices. The course covers the process, materials, and equipment used in semiconductor manufacturing.

ELEC 208 – Radio Frequency Communication (4)

Prerequisite: ELEC 102. Focus on comparison of time domain equipment (oscilloscopes, time-domain reflectometers) to frequency-domain equipment (spectrum and network analyzers). Applications of AM/FM modulation and impedance matching, characterization of microwave systems (introduces reflection coefficient, voltage standing wave ratio, insertion loss, S-parameters, Smith chart). Introduces soldering techniques, schematic interpretation, and, through computer simulations, operations behind spectrum and network analyzer test equipment.

ELEC 209 – Programmable Logic Controllers (3)

Prerequisite: ELEC 101 or ELEC 105. Focus on sequential programmable logic controllers applied to industrial processes: ladder diagrams, input/output devices, application programming design of beginning through

advanced functions. Introduces a PLC simulation program to gain experience in configuring and troubleshooting software programs.

ELEC 220 – Industrial Power and Equipment (3)

Prerequisite: ELEC 101 and MATH 104 or MATH 114. This course instructs students in the basic fundamentals of electric machinery and electric power distribution. Course topics include: magnetic fields, DC Generators, DC Motors, AC Generators, AC Motors, transformers, AC motor drives, safety devices and AC power generation distribution.

ELEC 221 – Industrial Maintenance Pract. (4)

Prerequisite: ELEC 204 (or concurrent), ENGR 230 (or concurrent), ENGR 250 Thermal Technology (or concurrent), ELEC 220 Industrial Power and Equipment (or concurrent).This course instructs students in the basic fundamentals of hands on operation, maintenance, problem diagnosis, repair and proper usage of tools, schematics and manuals, of industrial equipment. Course topics include: DC motors, AC generators, transformers, AC motors, AC distribution / safety panels, stepper motors, programmable logic controllers, pipes / valves, hydraulic / pneumatic systems, heating equipment / furnaces and cooling / refrigeration equipment.

ELEC 291 – Special Topics in Electronics (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Electronics.

ELEC 292 – Special Topics in Electronics (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Electronics.

ELEC 293 – Special Topics in Electronics (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Electronics.

ELEC 294 – Special Topics in Electronics (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Electronics.

Engineering

ENGR 103 – Manufacturing Materials & Proc (3)

This course introduces the materials and manufacturing processes with which the designer, technician, and engineer must be familiar. The course provides an overview of manufacturing processes including casting and molding, bulk deformation, and material removal processes. The engineering properties of ferrous, non-ferrous and non-metallic materials are studied.

Topics include metal structures and metallurgy; testing of engineering materials, and enhancement of material properties though heat treatment and other processes. Lab activities include the use of material testing equipment.

ENGR 125 – Building Information Modeling (4)

Recommended background: ENGR 126. This course introduces students to basic concepts and techniques related to Industrial Facilities. Focuses on methods and materials employed in the construction industry for commercial buildings. Documentation of existing (as built) and projected construction will be emphasized. Students prepare a complete set of architectural construction documents during a semester-long project. CAD and BIM (Building Information Modeling) will be used in the lab.

ENGR 126 – Computer-Aided Design (3)

Develops basic drafting skills using microcomputer CAD systems. Provides students with the skills necessary to develop detail drawings, including orthographic projection and the application of standard dimensioning practices. Drawing assignments utilize the CAD system operators to draw, modify, dimension and plot two-dimensional part drawings.

ENGR 130 – Renewable/Alternative Energy (3)

Prerequisite: GEOL 101 or high school Earth Science and Math 099 or equivalent. Provides an overview of alternative energy sources and their ability to meet energy needs. The fundamental concepts of solar, wind, geothermal and other sustainable energy sources will be covered. The availability, economics and environmental impact of these alternative sources will be compared.

ENGR 203 – Applied Statics & Strength Mat (4)

Prerequisite: Math 104 or Math 114. This course develops the procedures and methodology necessary for studying the effects that forces produce on structural and mechanical systems and effectively determining the strength of materials required to safely resist these forces. Topics include the study of friction, motion, forces and the effects of forces on the structural and mechanical systems on which they act; centroids and moment of inertia; concepts of stress and strain; torsion; the analysis of forces in pressure vessel design, bolted and welded joints, and structural beam design; and reaction of materials to temperature, unusual environments and mechanical loading. **(MATH)**

ENGR 207 – Quality Assurance (3)

This course presents the basic concepts and practical applications of quality assurance in manufacturing. Studies the components of a measurement system and the use of common measurement equipment. An introduction to probability and statistics precedes the study of statistical process control. Covers quality concepts and quality systems, inspection of parts using

engineering drawing specifications, as well as a variety of statistical techniques, including: control charts for variables, control charts for attributes, Pareto diagrams, and process capability studies. **(MATH)**

ENGR 220 – Construction Meth & Materials (4)

Prerequisite: ENGR 126 and ENGR 125. Introduces basic construction materials, their properties, manufacture and application to the building industry. Focuses on the proper design of various building elements—foundations, floors, walls and roofs—and the selection of suitable building materials and products.

ENGR 221 – Building Mechanical & Elec Sys (4)

Prerequisites: ENGR 126 and ENGR 125. Familiarizes students with systems which must be engineered and safely integrated into a building: hot water heating, HVAC, water supply, sanitary and storm drainage, lighting, electrical supply, and occupant safety systems. In the laboratory, students design and lay out a heating, cooling, water supply, sanitary drainage, storm drainage, lighting and electrical system for an industrial building.

ENGR 228 – Solid Modeling (4)

Assumes basic knowledge of computer-aided drafting and design concepts and proficiency in using system menus to create 2- and 3-dimensional drawings. Covers 3D solid modeling sketching, profiling, constraining, dimensioning, viewing, editing, revolving, sweeping, lofting, and other advanced techniques, solid assembly modeling with advanced drawing creation, and annotation techniques. Industry standard applications of dimensions and tolerances are emphasized. Techniques and assembly drawings are the main focus.

ENGR 230 – Fluid Systems Design (3)

Recommended Background ENGR 228. This course instructs students in the design principles and industry standards required for fluid systems. Course topics include pipe, fitting and valve specification; process equipment; pipe support and instrumentation; the fundamental principles of fluid mechanics; and hydraulic and pneumatic system equipment, principles and design.

ENGR 250 – Thermal Technology (3)

Prerequisite: MATH 104 or MATH 114. This course instructs students in the basic fundamentals of heat transfer, thermodynamics and their applications in heating and cooling. Course topics include: temperature, heat, phase changes, laws of thermodynamics, heat engines, air cooling systems, heat pumps, furnaces and ventilation.

ENGR 291 – Special Topics in Engineering (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Engineering.

ENGR 292 – Special Topics in Engineering (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Engineering.

ENGR 293 – Special Topics in Engineering (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Engineering.

ENGR 294 – Special Topics in Engineering (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Engineering.

English

ENGL 049 – English Skills (3)

Reinforces ENGL 098 with additional instruction and practice in lab settings with word processing. Instructors meet with students individually to identify skill needs and work on areas of deficiency. Students must register concurrently in a paired section of ENGL 098.

ENGL 097 – Fundamentals of Reading (3)

Designed to assist students in developing reading skills so they are prepared to handle college-level reading materials. Students are presented with techniques in vocabulary development and comprehension skills as well as strategies for learning from college textbooks.

ENGL 098 – Fundamentals of Writing (3)

Fundamentals of Writing serves students by developing skills for English 101. It focuses on writing as both discursive and recursive process. The topics include approaching writing as a process, generating ideas through invention, creating an argumentative thesis, sharpening ideas through multiple revisions, and editing. In preparation for writing projects, students will also practice close and critical reading of texts.

ENGL 101 – Freshman English I (3)

English 101 is a writing course that introduces students both to the conventions of academic discourse and to prose readings from various disciplines, as well as short stories. Students will write essays about these readings, do research, and learn the conventions of documentation. NOTE: Following assessment of their academic preparation and placement test results, students may be required to complete ENGL 097 and/ or 098 before enrolling in ENGL 101. **(COMO), (COMW), (GE10)**

ENGL 102 – Freshman English II (3)

Prerequisite: English 101. A continuation of English 101, English 102 is a writing course whose subject is literature. The course includes an introduction to major literary genres (the novel, drama, and poetry) and the writing of critical essays based on readings. **(GE07), (HUMN)**

ENGL 104 – Advanced Expository Writing (3)

Prerequisite: ENGL 101. Designed to improve the ability to write effectively in expository and argumentative composition. Appropriate forms of discourse, methods of organization, support, style and logic. Three class hours weekly. NOTE: Course may be used as an English or Liberal Arts elective, but cannot be taken in lieu of required English courses. **(COMO), (COMW), (DVRS), (GE10)**

ENGL 110 – Writing Research:In Discipline (1)

Prerequisite: ENGL 101. Provides intensive instruction in the writing of research in specific disciplines: behavioral and social sciences, natural sciences, business, humanities, etc. NOTE: Course cannot be taken in lieu of any required English course.

ENGL 120 – Being Writers (1)

Prerequisite: ENGL 101 or concurrent enrollment in ENGL 101. This course introduces students to different writer goals and practices through prompts and peer workshopping. Also included is a brief history of writing studies as a discipline and career opportunities.

ENGL 121 – Being Writers II (1)

Prerequisites: ENGL 102 and ENG 120 or concurrent enrollment in ENGL 102 or ENGL 120. This course continues goals and practices developed from Being Writers by approaching texts as a process, adopting genres, balancing aesthetics with textual efficiency, and demonstrating liberal arts knowledge through engagement. Emphasis includes revision and developing a portfolio of creative and professional writing.

ENGL 130 – Human Communication (3)

This course introduces students to communication studies. It surveys topics in human perception, language, relationships, face-to-face and mediated communications. Models for effective communication are explored for various contexts and cultures. **(GE03), (SOCS)**

ENGL 150 – College Reading & Study Skills (3)

Improves understanding of the learning process for more effective reading and studying. Presents theories, techniques and practice in reading comprehension, organization, vocabulary development, textbook analysis, library and research skills, study and listening habits. NOTE: May not be taken in lieu of a required English course.

ENGL 165 – Literary London (3)

Recommended background: ENGL 101-102. Literary London is an intensive, on-site course that examines London through the lens of selected samples of English Literature. In the manner of Chaucer, modern day literary pilgrims will travel to various London sites that they will explore through the poetry, fiction, nonfiction, and drama of various periods of British literature (medieval to contemporary). Tours, lectures, discussions, and walks will locate the literature students read in a specific place while the literary pieces will deepen students' understanding of the history, geography, and culture of the city. **(GE07)**

ENGL 201 – World Literature I (3)

Prerequisite: ENGL 101-102. Surveys significant writings in world literature with focus on values, techniques and major movements in literature from ancient to early modern. Analyzes literary, cultural, historical and philosophical impact of the works on diverse images of human identity. Includes works and writers such as ancient Egyptian poetry, Hebrew Bible, Bhagavad-Gita, Qu'ran, Plato, Confucius, Ferdowski, Shikibu and the No Theater. **(GLBL)**

ENGL 202 – World Literature II (3)

Prerequisite: ENGL 101-102. Continues from ENGL 201 to focus on poetry, short stories, plays and short novels of major writers from modern to contemporary works. Analysis and evaluation of historical, literary and cultural values includes such writers as Tagore, Joyce, Tuquan, Basho, Senghor, Mahfouz, Neruda, Achebe and Soyinka. **(GLBL)**

ENGL 203 – American Lit to Late 19th Cent (3)

Prerequisite: English 101-102. This course provides a survey of significant writing in American literature, including the seventeenth, eighteenth and nineteenth centuries representing varying race, class, and gender identities. Analysis includes the general movements of thought, literary techniques, themes and issues of diversity, equity, inclusion, and social justice revealed in the works of representative writers. Selected works of late-nineteenth and turn-of-the century writers also may be considered. **(DVRS)**

ENGL 204 – American Lit Late 19th to Pres (3)

Prerequisite: English 101-102. This course is a continuation of English 203, providing a survey of American prose, poetry, and drama in the late 19th through 20th centuries representing varying race, class, and gender identities. Analysis includes the general movements of thought, literary techniques, themes and issues of diversity, equity, inclusion, and social justice revealed in the works of representative writers. **(DVRS)**

ENGL 205 – Engl Literature to 19th Cent (3)

Prerequisite: ENGL 101-102. Surveys literature of England from Beowulf, tracing major contributions and movements. Historical, philosophical and

aesthetic influences of significant writers, and development of poetry and drama as genres through Beowulf, Chaucer, Spenser, Shakespeare, Milton, Dryden, Pope, Swift and Johnson. **(GE05)**

ENGL 206 – Engl Lit: 19th Cent to Present (3)

Prerequisite: ENGL 101-102. Survey of English literature analyzes development of poetry, drama and novel as genres. Presents significant philosophical, historical and aesthetic influences; emphasis on such figures as Wordsworth, Coleridge, Shelley, Byron, Keats, Browning, Tennyson, Arnold, Carlyle, Shaw, Conrad, Yeats and Eliot. **(GE05)**

ENGL 207 – Shakespeare (3)

Prerequisite: ENGL 101-102. Studies Shakespeare's dramatic art through his treatment of character, theme, form, and structure. Readings include early and later tragedies, comedies, histories, and nondramatic works. Includes focus on Shakespeare as a representative of Elizabethan England. Papers required on topics such as biographical materials, dramatic companies, theatres, sources, criticism. NOTE: May be used as an English or Liberal Arts elective, but cannot be taken in lieu of required literature courses.

ENGL 209 – Children's Literature (3)

Prerequisite: ENGL 101. Survey course covers traditional and contemporary children's literature. Fairy tales and other works emerging from oral tradition, picture books, poetry, juvenile novels, and non-fiction and informational books are all considered, for both general literary qualities and what they offer to children. Course develops critical perceptiveness. NOTE: Required for Early Childhood students and for those planning a career in elementary education. May also be used as an English or Liberal Arts elective, but cannot be taken in lieu of required literature courses.

ENGL 211 – Creative Writing (3)

Prerequisite: ENGL 101. Develops the abilities of students interested in creative writing with an emphasis on the techniques used in writing modern short stories and poems. Practice is provided in preparing manuscripts for possible publication. NOTE: May be used as an English or Liberal Arts elective, but cannot be taken in lieu of any required English course. **(ARTS), (GE08)**

ENGL 217 – Media Writing (3)

Prerequisite: ENGL 101. A basic course focusing on writing and preparing information for the mass media. Covers techniques for writing for print (newspaper and magazine), broadcast (radio and television), advertising, public relations and online media. NOTE: May be used as an English or Liberal Arts elective, but cannot be taken in lieu of a required English course.

ENGL 219 – Creative Nonfiction (3)

Prerequisite: English 101 and English 102 or concurrent enrollment in English 102. This is a course for students interested in creative nonfiction and in developing their abilities as writers and storytellers. Students will examine the craft elements critical to narrative nonfiction, ranging in length from flash to book-length forms. Creative Nonfiction is a genre that applies the techniques of literary storytelling in the representation of real-life experiences. It does not invent people and/or experience, but dramatizes them in a compelling way, as good fiction does. This course will be writing intensive and work will be critiqued and revised in a workshop setting. Furthermore, the course will explore the theory and practice of creative nonfiction by reading and writing in a variety of forms including -- but not limited to-- profile, personal essay and literary journalism. Moreover, students will examine ethnographically the tensions that emerge between individuals and their social environments, while exploring issues of diversity, social justice, inclusion, access and identity. Readings in this course showcase these issues, as well as focus on elements of story-craft and workshop. The course pays particular attention to craft and workshop practices of diverse cultures, and will challenge traditional storytelling. **(ARTS), (DVRS)**

ENGL 220 – Interpersonal Communications (3)

Prerequisite: ENGL 101. This introductory course is designed to increase understanding of effective interpersonal communication behavior and skills in order to increase success in academic, professional and social situations. The course examines communication concepts, theory and the application of communication principles involved with human interaction in various contexts. Course content includes communication theory, perception, verbal and non-verbal communication, effective listening, intercultural communication, conflict management, and relational communication.

ENGL 221 – Eff Speech: Public Address (3)

Prerequisite: ENGL 101. Designed to develop an ability to meet, with some ease and competence, demands for speaking by the educated person: concepts, physical behavior, vocal quality, preparation, organization; development and delivery of basic types of public speeches. NOTE: Course is required in certain curricula and may be used as an English or Liberal Arts elective, but cannot be taken in lieu of a required literature course. **(COMO)**

ENGL 222 – Eff Speech:Group Discussion (3)

Prerequisite: ENGL 101. The theories and principles of group communication. Designed to enable students to develop problem-solving, decision-making, conflict management, and leadership skills in group situations. Students participate in group projects to set goals, plan strategies, and present results. Three class hours weekly. NOTE: Course is required in certain curricula and may be used as an English or Liberal Arts elective, but cannot be taken in lieu of a required literature course. **(COMO)**

ENGL 226 – Contemporary American Novels (3)

Prerequisite: ENGL 101-102. Representative writers of post-World War II America, focusing on the ways that novels reflect contemporary society. Selected writers include Norman Mailer, Saul Bellow, Flannery O'Connor, Robert Penn Warren, John Updike, Eudora Welty, John O'Hara, Truman Capote, Philip Roth and others. NOTE: May be used as an English or Liberal Arts elective, but cannot be taken in lieu of required literature courses.

ENGL 227 – Poetry:Poems & Poets (3)

Prerequisite: ENGL101 required; ENGL 102, or concurrent enrollment in ENGL 102, recommended. This course provides a detailed introduction to the genre of poetry through reading, listening to, discussing, and writing about poems and poets. Inclusive of diverse national and linguistic traditions, the course considers a wide range of possibilities, styles, and concerns of poetry. Special attention is given to the work of selected poets, to give a better sense of individuality and variety of poetic visions and language.

ENGL 230 – Bible as Literature (3)

Prerequisite: ENGL 101. Literary survey of the Bible including epic literature, lyric poetry, epistolary literature, wisdom literature and prophetic literature. The course's intent is to present a non-theological approach to Bible study with emphasis on its literary merit as evidenced through the various types of literature previously listed. NOTE: May be used as an English or Liberal Arts elective, but cannot be taken in lieu of required literature courses. **(GE07)**

ENGL 231 – Comics as Literature (3)

Prerequisite: ENGL 102, or concurrent enrollment in ENGL 102, required. Analysis of the comic book in terms of its unique poetics (interplay of word and image); themes suggested in various works; history and development of the form and its subgenres, expectations of readers. Also explores the influence of history, culture, and economics on comic book artists and writers, definitions of "literature," how these apply to comic books, and the resulting tensions. **(GE07), (HUMN)**

ENGL 234 – Captivity,Punishment & Torture (3)

Prerequisite: ENGL 101-102. Issues of captivity, punishment, and torture are addressed through the discipline of the Humanities. Exploring human constructs and concerns through memoir, biography, and fiction, includes experiences of captives; forms of punishment from corporal to incarceration to capital punishment; definitions of torture; impact on survivors, effectiveness in obtaining information, and making torture acceptable to the torturer and civil society.

ENGL 235 – Women & Writing (3)

Prerequisite: ENGL 102, or concurrent enrollment in ENGL 102, required. Explores the relationship between women and writing and the challenge writing has posed for women. Focus is on writing by women; also considers how women have been represented by men. Features such 19th- and 20th-

century writers as Charlotte Bronte, Mary Shelley, Edith Wharton, Emily Dickinson, Jane Austen, and Toni Morrison.

ENGL 237 – Film & Literature (3)

Prerequisite: ENGL 101 and ENGL 102 or concurrent enrollment in ENGL 102. Focuses on the interrelationships between film and literature. Consists of viewing films as texts and developing visual literacy. Provides a history of cinema marking important technical, cultural, and political, developments involving craft, race, class, and gender. **(DVRS), (GE07), (HUMN)**

ENGL 240 – Mythology (3)

Prerequisite: ENGL 101. A survey of representative cosmogonies, major deities, and hero tales: GraecoRoman, Teutonic, Middle Eastern, North and South American, and Asiatic. The course considers the descriptive tales and the polytheistic concepts of at least one representative culture from each major area. NOTE: This course may be used as an English or Liberal Arts elective but cannot be taken in lieu of required literature courses. **(GE07), (HUMN)**

ENGL 245 – African-American Lit Tradition (3)

Recommended background: ENGL 101-102. Examines the content, form, and literary devices and techniques of selected African-American literature from slavery to contemporary; fosters an understanding of negative consequences of racial stereotyping.

ENGL 247 – Native Amer Myth,Legend & Lit (3)

This course introduces students to Native American literature from oral tradition to contemporary writers tracing the development of individual tribal identities involving race, class, and gender. The course will follow the development of myth and legend into a distinctive Native American literary form that addresses the dynamics of power, privilege, oppression. The course will cover Native American culture and history as it pertains to each reading. **(DVRS), (GE07), (HUMN)**

ENGL 250 – Folklore (3)

Prerequisite: English 101. A survey of world folklore studying the more representative literary forms including traditional folk and fairytales, nomenclature, riddles, rhymes, legends, songs, ballads, enchantments, and superstitions. Selected tales, formats, and retellings will be examined to trace the development of worldview and identity. Emphasis is on the uniting qualities of folklore for various civilizations and as constructed by their cultural context. NOTE: This course may be used as an English or Liberal Arts elective but cannot be taken in lieu of required literature courses. **(HUMN)**

ENGL 255 – Science Fiction & Fantasy (3)

Prerequisite: ENGL 101. Recommended background: ENGL 102. This introduction to the historical background of science fiction explores the relationship between science fiction and classical horror and fantasy literature, and suggests critical methodologies for reading and writing about such material. Students are asked to enjoy this literature, view it critically, and note how it reflects concerns not only for the future but also for its own cultural time period. **(GE07), (HUMN)**

ENGL 260 – Professional Writing Practicum (3)

Prerequisite: ENGL 101. This course introduces students to several forms of professional writing, such as grant writing and publicity writing that call for higher level writing skills. Students then gain professional experience by working with actual clients and developing written material to accommodate their needs.

ENGL 270 – Technical Writing (3)

Prerequisite: ENGL 101. Designed to help students understand the process of creating, shaping, and communicating technical information so that people can use it safely, effectively, and efficiently. Students will learn that technical documents are addressed to particular readers; technical documents help those readers solve problems, are part of an organizational context, are often created collaboratively, using design to increase readability, and involve graphics. Students will practice writing technical documents that are honest, clear, accurate, comprehensive, accessible, concise, professional in appearance, and correct. Such documents may include memos, email, and letters; instructions; definitions and descriptions; proposals and formal written reports; job application material including cover letters and resumes. NOTE: This course may be used as an English or Liberal Arts elective but cannot be taken in lieu of required English courses.

ENGL 271 – Writ & Artificial Intelligence (3)

Prerequisite: ENGL 101, ENGL 102 or English 102 Co-requisite. Artificial Intelligence (AI) is reshaping how people work, generate ideas, and engage with others. In this course, students will explore how AI tools influence technical, professional, creative, and research writing while understanding their limitations and social impact. Through hands-on experiments, students will use AI to disrupt their writing process, deepen revision strategies, and adapt texts to different rhetorical situations. The course examines how AI can perpetuate bias and power dynamics, challenge copyright and human authorship, and determine access to information and opportunities. By the end of the course, students will be able to evaluate AI's impact on writing and communication practices and navigate its use with greater confidence, critical awareness, and ethical responsibility. **(DVRS), (HUMN)**

ENGL 291 – Special Topics in English (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in English.

ENGL 292 – Special Topics in English (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in English.

ENGL 293 – Special Topics in English (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in English.

ENGL 294 – Special Topics in English (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in English.

Entrepreneurship

ENTR 200 – The Entrepreneurial Process (3)

Covers the role of social and economic entrepreneurship and its impact on local, regional, national, and global cultures and economies. Students will evaluate the skills and commitment necessary to successfully operate an entrepreneurial venture, and will review the challenges and rewards of entrepreneurship as a career choice, as well as entrance strategies to achieve the goal. Students can explore areas and projects of interest individually and in teams.

ENTR 202 – Innovation and Creativity (3)

This course is designed to have the student learn the value of innovation and creativity in achieving successful outcomes. They will investigate the relationship between entrepreneurial thinking and the creative mindset that leads to idea generation and new venture creation. The student will explore the factors that inspire and promote creativity in individuals and organizations. The student will develop skills and techniques for working in teams to find innovative solutions to existing and emerging challenges applicable to profit and non-profit entities

ENTR 204 – Social Entrepreneurship (3)

This course is designed to have the student learn the process of recognizing and pursuing opportunities to create social value. The student will learn to be more innovative, resourceful and results-oriented. They will learn to draw upon the best thinking in both the business and non-profit worlds to develop strategies that maximize their social impact. Effective administrative and management techniques and practices will also be explored as they apply to social enterprises.

ENTR 291 – Spec Topics Entrepreneurial St (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Entrepreneurial Studies.

ENTR 292 – Spec Topics Entrepreneurial St (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Entrepreneurial Studies.

ENTR 293 – Spec Topics Entrepreneurial St (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Entrepreneurial Studies.

ENTR 294 – Spec Topics Entrepreneurial St (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Entrepreneurial Studies.

French

FREN 101 – Elementary French I (4)

First-level comprehensive courses build a foundation in communication through necessary structures and vocabulary to function in everyday situations. The four skills (listening, speaking, reading, writing) are developed through class, labs, and assignments. Films, computer games, word processing, interactive videos and simple readings provide information on the French-speaking world and reinforce the curriculum. Recommended for beginning students to meet a foreign language requirement for degree or career. (Students who have had French through Regents level may not enroll in FREN 101-102.) FREN 101 is the prerequisite for FREN 102. **(GE09), (WLNG)**

FREN 102 – Elementary French II (4)

First-level comprehensive courses build a foundation in communication through necessary structures and vocabulary to function in everyday situations. The four skills (listening, speaking, reading, writing) are developed through class, labs, and assignments. Films, computer games, word processing, interactive videos and simple readings provide information on the French-speaking world and reinforce the curriculum. Recommended for beginning students to meet a foreign language requirement for degree or career. (Students who have had French through Regents level may not enroll in FREN 101-102.) FREN 101 is the prerequisite for FREN 102. **(GE09), (WLNG)**

FREN 201 – Intermediate French I (3)

This intermediate course is designed for the student who has completed basic French studies. It will improve the student's ability to listen, speak, read and write French. The course will include a continuation of grammar study, communicative oral language practice, and French culture study through videos and readings. Prerequisite: French 102 or three years of high school French. **(WLNG)**

FREN 202 – Intermediate French II (3)

This course will continue the intermediate-level study begun in French 201. It will continue the study of grammar, promote communicative oral language, and will further the study of French culture through videos and readings. Prerequisite: French 201. **(WLNG)**

FREN 291 – Special Topics in French (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in French.

FREN 292 – Special Topics in French (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in French.

FREN 293 – Special Topics in French (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in French.

FREN 294 – Special Topics in French (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in French.

GIS

GIS 101 – Foundations of GIS (3)

Fundamental concepts of spatial understanding and analysis for non-GIS majors. Introduces basic principles of GIS (Geographic Information Systems), RS (Remote Sensing), and GPS (Global Positioning System) and their applications in exploring and analyzing geospatial information. Students apply geographic information technologies to collect, manipulate, integrate, visualize, and analyze spatial data to generate information for solving complex problems. Hands-on lab training reinforces conceptual elements explained and discussed in lectures. **(GE02), (NSCI)**

GIS 111 – Introduction to GIS (3)

Introductory course presents basic GIS theories and concepts. Fundamentals explored include a brief introduction to basic cartographic principles, data types, map scales, coordinate systems and projections. Hands-on training includes manipulating, analyzing, and creating maps using an industry-standard GIS system. **(GE03), (SOCS)**

GIS 121 – Remote Sensing & Aerial Photo (3)

Overview of theory and principles of remote sensing and aerial photogrammetry. Students learn how to use remotely sensed images in

resource exploration and base mapping. Introduces fundamentals of photogrammetry, basic image interpretation, and classification techniques.

GIS 122 – Spatial Modeling: Raster GIS (3)

Recommended background: GIS 111. Part of a sequence of GIS courses; provides hands-on training in modeling and analysis of spatial data using a raster GIS. Offers an in-depth understanding of raster GIS capabilities and helps students apply GIS technologies more effectively in spatial analysis and modeling.

GIS 205 – Introduction to Vector GIS (3)

Recommended background: GIS 101 or GIS 111. Introduction to vector GIS, particularly ArcGIS. Functional and analytical capabilities of ArcGIS are introduced. Building on GIS 111 fundamentals, students learn data query, manipulation, integration, and analysis techniques in the vector domain. **(GE03), (SOCS)**

GIS 220 – Advanced GIS (3)

Prerequisite: GIS 205. Upper-level GIS course focuses on advanced topics including planning, management, raster-vector integration, and data quality issues. Students learn how to do customization, spatial modeling, advanced editing and database query in an ArcGIS environment. Combines components of geographic information technologies from previous semesters.

GIS 222 – GIS Programming (3)

Recommended background: GIS 205. Introduces basic structure and capabilities of object-oriented programming in a GIS environment. Students learn how to automate GIS operations and customize user interface using programming language available in ArcGIS.

GIS 251 – Special Topics (1)

Brief overview of geographic information technologies (GIT). Basic theories and principles of a particular aspect of GIT are discussed. Students gain hands-on experience in collecting, editing, and manipulating spatial or geographic data for viewing and analysis.

GIS 275 – Internship in GIS (3)

Prerequisite: GIS 111 or 101 and GIS 121 or equivalent experience. Individual study and field experience applying GIS technology in a work place setting. Requires a minimum of six hours weekly at an internship site and a biweekly class meeting for a progress report. Requires a summary presentation and a journal of on-site activities.

GIS 291 – Special Topics in GIS (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geographic Information Systems.

GIS 292 – Special Topics in GIS (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geographic Information Systems.

GIS 293 – Special Topics in GIS (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geographic Information Systems.

GIS 294 – Special Topics in GiS (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geographic Information Systems.

Geography

GEOG 051 – The Middle East (1)

Seeks to explain the conflict between the Arab world and Israel. Examines the conflict's causes and the Palestinian refugee question. Also covers geographic significance of the region and oil politics.

GEOG 101 – World Geography (3)

Introduction to modern geography examines selected social, economic, political and military aspects of Europe, the former Soviet Union, the Middle East and, if time permits, Asia or Latin America. **(GE03), (SOCS)**

GEOG 105 – The United States (3)

Study of U.S. regions including Alaska. Discusses current trends in population growth, migration, urbanization and resource use.

GEOG 291 – Special Topics in Geography (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geography.

GEOG 292 – Special Topics in Geography (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geography.

GEOG 293 – Special Topics in Geography (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geography.

GEOG 294 – Special Topics in Geography (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geography.

Geology

GEOL 101 – Earth Science (3)

Introduces selected topics in geology, meteorology and astronomy with emphasis on current environmental issues as related to these fields. An entry-level course in earth science. **(GE02), (NSCI)**

GEOL 110 – Physical Geology (4)

Recommended background: GEOL 101 or high school earth science. General survey course in the basic principles of physical geology with in-depth coverage of selected topics such as streams, glaciers, ground water, weathering, soils, mass wasting, structural deformation, earthquakes and volcanoes. Laboratory exercises focus on rock and mineral identification, topographic and aerial map interpretation, soils, and water. **(GE02), (NSCI)**

GEOL 111 – Historical Geology (4)

Recommended background: GEOL 101 or high school earth science. General survey of the basic principles of historical geology, focusing on the sequence of events and geologic forces influencing the formation of the earth and the evolution of life forms. Topics include plate tectonics, sedimentation, stratigraphy, evolution, and paleontology. Laboratory exercises focus on evolution, regional and local strata, stratigraphy, geologic maps, fossil identification and collection. **(GE02), (NSCI)**

GEOL 121 – Meteorology (3)

This is an introductory meteorology course designed to explain the principles and processes of weather. Students will study the principles of atmospheric structure and composition, radiation and energy as they relate to the Earth-atmosphere system, air temperature, atmospheric moisture, and air pressure. The course investigates processes that cause a range of weather phenomenon, including fog, clouds, and precipitation. The course will explore wind and pressure systems around the world, as well as middle latitude and tropical weather phenomena such as air masses, cyclones, tornadoes and hurricanes, and climate change and its impact on Earth. **(NSCI)**

GEOL 130 – Renewable/Alternative Energy (3)

Prerequisite: GEOL 101 or high school Earth Science and MATH 099 or equivalent. Provides an overview of alternative energy sources and their ability to meet energy needs. The fundamental concepts of solar, wind, geothermal and other sustainable energy sources will be covered. The availability, economics and environmental impact of these alternative sources will be compared.

GEOL 291 – Special Topics in Geology (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geology.

GEOL 292 – Special Topics in Geology (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geology.

GEOL 293 – Special Topics in Geology (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geology.

GEOL 294 – Special Topics in Geology (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Geology.

Health

HLTH 101 – Alcoholism & Its Effects (1)

Lecture/discussion course presents a brief history of the use and abuse of alcohol in society, the effects of alcohol on the body, family, and career. Societal effects of alcohol use as well as treatment and control of alcoholism are discussed with respect to current trends.

HLTH 102 – Drugs, Alcohol & Tobacco (1)

Provides information on the types of substances that lend themselves to abuse through habituation, tolerance or addiction. Discusses effects and consequences of drugs, alcohol and tobacco on physiological and behavioral aspects of one's life. Also includes the problems of drug use from over-the-counter remedies to illegal trafficking.

HLTH 103 – Health (1)

A survey of topics including units in fitness, nutrition, drug, alcohol and tobacco education and responsible sexuality. Intended to inform students of health risks and behavior modifications that will achieve optimum wellness in all dimensions of their lives.

HLTH 104 – Personal Health (3)

In-depth course in maintaining lifelong good health examines emotional health, drug education, family health, personal fitness, disease, consumer, and environmental health.

HLTH 105 – Wellness & Weight Management (1)

Techniques for assessing physical fitness and body composition. Develop an individualized program to attain and maintain a healthy weight, and improve fitness by applying principles of physical fitness and weight management.

HLTH 291 – Special Topics in Health (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Health.

HLTH 292 – Special Topics in Health (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Health.

HLTH 293 – Special Topics in Health (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Health.

HLTH 294 – Special Topics in Health (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Health.

History

HIST 101 – Western Civilization I (3)

Topical approach to Western civilization addresses political, social, intellectual and economic issues; extends beyond past politics and chronologies to increase understanding of the historical record. Course focuses on European cultures from classical antiquity to 17th century; may extend further for in-depth historical treatment. Topics serve as case studies from which to evaluate the present. **(GE05)**

HIST 102 – Western Civilization II (3)

Surveys major developments in European history from the 17th century to the present. Some topics may extend further for in-depth perspective. Focuses on the behavior of the many as well as the notable few. Topics serve as case studies from which to evaluate the present. Non-European peoples are of concern only as they and their histories impinge on the development of European culture. **(GE05)**

HIST 103 – Pre-Hist/Early American Hist (3)

A survey of the basic narrative of the growth and development of America from native pre-history through the early Republic. The course will offer a general examination of Native America culturally, socially and politically. European and African influences on American history (from exploration to colonization) will be considered. The early years of the United States (from the American Revolution to the cultural, social, religious, and political

development of the Republic) with sensitivity to American unity and diversity will be examined. The emerging international role of the colonies/states will be considered. While the major focus of the course is on pre-nineteenth century history, the course will extend into the 19th century in order to provide insight into results of themes examined in the course of the study (historical continuity). **(GE04), (USCV)**

HIST 104 – 19th Century American History (3)

A survey of the basic narrative of growth and development of the America in the 19th century from Jeffersonian America through U.S. Imperialism. Economic, political, religious and social developments (with sensitivity to American unity and diversity) will be central to the 19th century narrative. The course will also include military history (including the War of 1812, Mexican American War, the Civil War, and the Spanish American War). The course will also examine the developing relationship between the United States and the international community. While the major focus of the course is on nineteenth century history, the course will extend into the 18th century in order to provide insight into root of themes examined in the course of the study (historical continuity). **(GE04), (USCV)**

HIST 105 – America in the 20th/21st Cent (3)

A survey of the basic narrative of the growth and development of modern America. With sensitivity to issues of unity and diversity, the course will examine the cultural, social, economic, and political developments of America in the 20th and 21st centuries. Special emphasis will be placed on the expanded role America has played on the international stage. While the major focus of the course is on the 20th and 21st centuries century history, the course will extend into the 19th century in order to provide insight into the root of themes examined in the course of the study (historical continuity). **(GE04), (USCV)**

HIST 111 – World Civilizations I (3)

Survey of cultural interactions between civilizations; inquiry into ideas, events, and people as forces for contact, change, and continuity in human issues. Exploring China, India, Africa, the Middle East, and the Americas, ideas may include imperialist expansion, industrial transformation, revolts, wars, historiography of the other, slavery and race, religion and society, economy and ecology, decolonization, nationalism, globalism. Emphasizes relationships of events and global interaction of movements and ideas. **(GLBL)**

HIST 112 – World Civilizations II (3)

Survey of cultural interactions between civilizations; inquiry into ideas, events, and people as forces for contact, change, and continuity in human issues. Provides a basis for comparing times, places, communities, and experiences. Focus is 18th century to present. **(GLBL)**

HIST 210 – American Military History (3)

Recommended background: HIST 101-112. Traces the development of American military thought as well as evolution of military technology and weaponry, focusing on wars fought from the Revolution to the Vietnam conflict. Discussion of the current status of military technology and the future of warfare.

HIST 215 – World War II (3)

Recommended background HIST 101-112. This course examines the political relationships and the military conflicts among nations in the period 1910-1945. The causes and conduct of World War I and the development of nationalistic rivalries preceding 1939 are included in introductory material, and the course concludes with a description of the establishment of the post war system of international alliances.

HIST 217 – African American History (3)

Recommended background HIST 101-112. This course is an overview of African American history emphasizing the challenges and the contributions of African American individuals and communities. This course investigates the intellectual, social, economic, and political history of African Americans in the United States.

HIST 222 – The History of New York (3)

Recommended background HIST 101-112. A survey of the history of New York from pre-colonial times to the present. Topics include the Native New Yorkers (precolonial, colonial, and New York State), Colonial New Netherlands and New York, New York in the French and Indian War and the American Revolution, the Erie Canal, New York's reforms (abolition, women's rights, religious, etc.), New York in the Civil War, immigration and migration, and the emergence of New York State in the modern world.

HIST 224 – Women in American History (3)

Recommended background HIST 101-112. A study of the historical experience of women in America from the colonial period through modern times. Topics include the examination of women and work, education, legal and political status, religious movements, and social organizations, with attention to issues of age, class, race, power, sexuality, and regionalization as significant variables in women's experience.

HIST 226 – Civil War and Reconstruction (3)

Recommended background HIST 101-112. This course covers the social, economic, and political causes of the Civil War, an in-depth view of its military execution, a geographic study of the war, some of the political and military figures involved, and the Reconstruction of the parts of the United States affected by the war following its conclusion. In order to enhance the students' ability to reason historically, the course will include a variety of

political and cultural perspectives and a substantial amount of readings from primary historical resources.

HIST 228 – Reform Movements in the US (3)

This course is an in-depth look at some of the major reforms and reformers in the United States from 1830-1970. The course examines five reform movements, some spanning the entire period that the course covers: antislavery/abolition, temperance, women's rights, prison reform, and the Civil Rights movement. This course also explores the role of individuals and groups in shaping American society during the roughly 140-year period that this course explores. **(GE04), (USCV)**

HIST 291 – Special Topics in History (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in History.

HIST 292 – Special Topics in History (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in History.

HIST 293 – Special Topics in History (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in History.

HIST 294 – Special Topics in History (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in History.

Human Services

HS 101 – Introduction to Human Services (3)

Students will learn about the various types of human services organizations that serve our community and society at large. Specifically, students will become acquainted with local and regional agencies providing services in and around the local community. This course also introduces students to the many issues involved in delivering social services in a wide range of settings in contemporary society. Topics may include, but are not limited to: themes and purposes in human service, frameworks and models, agency structures and funding, professional roles and duties, intervention strategies, managed care, professional skills development, and ethical considerations. This course emphasizes the development of practical knowledge for future human services professionals. **(DVRS)**

HS 102 – Human Service Theory (3)

This course introduces and promotes the understandings, competencies, and skills necessary for professionals the field of human services. Students will gain an understanding of the nature of the helping relationship and the professional roles and expectations in the field. Students will be taught creative problem-solving, careful observation, reflective listening, communication, interviewing and assessment. Students will learn how to apply these skills and knowledge sets to working with individuals in a variety of community settings. Students will also explore their personal career goals, clarify their professional values, and begin the process of selecting their future field internship placement.

HS 105 – Human Services Intern & Sem I (2)

This course will provide students with direct experience in a human services agency. Students will be placed in an agency and receive direct agency supervision for a minimum of eighty hours during the course of the semester. Placements will be made on the basis of student interest/career goals and availability. Students will also attend a one-hour weekly seminar. The seminar provides the opportunity to broaden and deepen the internship experience, share perspectives with faculty and fellow students and deal with any challenging issues that may arise. Students will be encouraged to participate in planning their individual internship experience and goals. While participating in an internship students are subject to the same legal, professional, and ethical standards required of agency staff. A medical examination, tuberculin test, background check and fingerprint review may be required by some agencies.

HS 106 – Human Services Intern&Sem II (2)

This course will provide students with direct experience in a human services agency. Students will be placed in an agency and receive direct agency supervision for a minimum of eighty hours during the course of the semester. Placements will be made on the basis of student interest/career goals and availability. Students will also attend a one-hour weekly seminar. The seminar provides the opportunity to broaden and deepen the internship experience, share perspectives with faculty and fellow students and deal with any challenging issues that may arise. Students will be encouraged to participate in planning their individual internship experience and goals. While participating in an internship students are subject to the same legal, professional, and ethical standards required of agency staff. A medical examination, tuberculin test, background check and fingerprint review may be required by some agencies.

HS 291 – Spec Topics in Human Services (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Human Services.

HS 292 – Spec Topics in Human Services (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Human Services.

HS 293 – Spec Topic in Human Services (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Human Services.

HS 294 – Spec Topics in Human Services (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Human Services.

Humanities

HE 239 – Special Topics in the Discipli (3)

Presents a topic or theme developed by faculty in different disciplines. Students approach the topic using various tools, methods, and skills from more than one disciplinary perspective. Course fosters appreciation of varying and often differing approaches to the same issue. Students enlarge their own perspectives; learn to think in more creative, original, and unconventional ways; practice synthesizing and integrating widely varying materials; and become more sensitive to disciplinary, political, and other biases. Prerequisites to be determined by individual instructors and divisions.

HE 291 – Special Topics Humanistic Ed (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Humanistic Education.

HE 292 – Special Topics Humanistic Ed (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Humanistic Education.

HE 293 – Special Topics Humanistic Ed (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Humanistic Education.

HE 294 – Special Topics Humanistic Ed (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Humanistic Education.

Interdisciplinary Studies

INT 239 – Native Am Culture & Education (3)

This is an Interdisciplinary study course which meets the SUNY General Education guidelines for Other World Civilizations. The course includes a 10-week on-line component and culminates in a week-long, on-site service learning experience at the Seminole Tribe of Florida school in Big Cypress, Florida. Students will explore past and present perspectives of the Seminole culture to facilitate intercultural exploration and understanding. Service learning opportunities include but are not limited to in-class tutoring of children (pre-K through 8th grade), implementation of a week-long art program, and special programming for the library, computer lab, reading rooms, and physical education classes. May be used as a Liberal Arts or free elective or to satisfy Honors study requirements.

INT 291 – Special Topics Interdis. Stud. (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Interdisciplinary Studies.

INT 292 – Special Topics Interdis. Stud. (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Interdisciplinary Studies.

INT 293 – Special Topics Interdis. Stud. (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Interdisciplinary Studies.

INT 294 – Special Topics Interdis. Stud. (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Interdisciplinary Studies.

Italian

ITAL 101 – Elementary Italian I (4)

This course introduces the student to the fundamentals of Italian, developing the four language skills: listening, speaking, reading, and writing. Audio-lingual practice is emphasized. This is the recommended course for beginning students who need to meet a foreign language requirement for degree or career goals. **(WLNG)**

ITAL 102 – Elementary Italian II (4)

This course is a continuation of Italian 101. Fundamentals of Italian grammar and the development of the four language skills, listening, speaking, reading and writing, will progress. Audio-lingual practice will continue to be emphasized. **(WLNG)**

ITAL 165 – Italian Lang, Art & Culture (3)

Two-week study/travel course in Italy. Offers a unique opportunity to explore Italian life and culture, past and present. Lectures in English on various aspects of Italian culture, art-walks covering Roman, Medieval, Renaissance, Baroque art and architecture, visits to noted museums and churches, and Italian conversation meetings. Cities visited are Rome, Florence, Venice, Assisi, Pompei, Amalfi Coast and Sorrento. No knowledge of Italian is required.

ITAL 201 – Intermediate Italian I (3)

This intermediate course is designed for the student who has completed basic Italian studies. It will improve the student's ability to listen, speak, read and write Italian. The course will include a continuation of grammar study, communicative oral language practice, and Italian culture study through videos and readings. Prerequisite: Italian 102 or three years of high school Italian. **(WLNG)**

ITAL 202 – Intermediate Italian II (3)

This course will continue the intermediate-level study begun in Italian 201. It will continue the study of grammar, promote communicative oral language, and will further the study of Italian culture through videos and readings. Prerequisite: Italian 201. **(WLNG)**

ITAL 291 – Special Topics in Italian (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Italian.

ITAL 292 – Special Topics in Italian (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Italian.

ITAL 293 – Special Topics in Italian (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Italian.

ITAL 294 – Special Topics in Italian (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Italian.

Library

LIB 102 – Information Research Skills (1)

Recommended for all students, a hands-on foundation for information literacy and research skills, using traditional library resources and computer applications. Topics include understanding the research process; accessing sources through the online catalog, electronic databases, and the World Wide

Web; evaluating sources; using information ethically and legally to fill an information need. Especially appropriate for students beginning college studies; also useful for students who want to be more successful in research projects for other college courses.

Math

MATH 070 – Basic Algebra (3)

See Math Flowchart, page 139. Provides the basic mathematical skills necessary to enter MATH 099. Topics include operations of whole numbers and signed numbers, fractions and decimals, as well as ratio, proportions, and percents. Introduces equations, geometric applications, the laws of exponents, operations with polynomials, and basic factoring.

MATH 099 – Elementary Algebra (3)

See Math Flowchart, page 139. Topics include the algebra of whole numbers, integers, and rational numbers; binary operations involving polynomials; introduction of the laws of exponents; equation-solving techniques for first-degree equations; solving simultaneous linear equations by graphing, substitution and addition methods; word problems. No previous knowledge of algebra is assumed.

MATH 102 – Intermediate Algebra (3)

Prerequisite: MATH 099 or pass placement test for MATH 099. Assumes knowledge of elementary algebra. Reviews basic algebraic concepts, then progresses to rational exponents; solution of linear, rational, quadratic and radical equations; introduction of the function concept; factoring polynomials, synthetic division, and the algebra of radicals. Includes applications with word problems. **(GE01), (MATH)**

MATH 104 – College Algebra & Trigonometry (3)

Pre-requisite: Math 102 or equivalent. A continuation of the study of Intermediate Algebra, this course introduces the fundamentals of trigonometry. The basic properties of the complex number system are first reviewed. The concept of function is then introduced and applied to algebraic, rational, exponential, and logarithmic functions. Applications of the right triangle are emphasized. A NON-GRAPHING SCIENTIFIC CALCULATOR IS REQUIRED. (See Math Flowchart) **(GE01), (MATH)**

MATH 106 – Pre-Calculus (3)

Pre-requisite: Math 104 or equivalent. This course completes the study of algebraic and trigonometric skills necessary for the successful study of calculus. Trigonometric functions and identities are applied to analytic geometry. Applications of oblique triangle trigonometry and vectors are emphasized. Systems of equations and inequalities are solved using algebraic, graphical and matrix methods. Theory of equations, including

remainder, factor and De Moivre's theorem are used to study and help in graphing equations. Using standard equations to graph and evaluate ellipses, hyperbola and parabolas is also emphasized. Series and sequences (arithmetic and geometric), as well as the binomial theorem and mathematical induction are introduced. A SCIENTIFIC CALCULATOR IS REQUIRED (See Math Flowchart) **(GE01), (MATH)**

MATH 108 – Calculus I (4)

Prerequisite: MATH 106 or equivalent. (See Math Flowchart, Page 139.) Studies functions; properties of limits and continuity; derivatives with applications to related rates, maximum/minimum and curve sketching; the chain rule; differentials; the mean value theorem; Newton's Method; integration with applications to plane areas, volumes of solids of revolution by disk, shell, and cross sections. Differentiation and integration of exponential and logarithmic functions are applied to growth and decay. **(GE01), (MATH)**

MATH 112 – Contemporary Mathematics (3)

Prerequisite: Math 099. The course is designed to prepare the student to develop an understanding of the foundation in Mathematics, which includes arithmetic, algebra, geometry, data analysis and quantitative reasoning. Students will show competence in these skill areas with the support of computer software and resources available on the internet. **(GE01), (MATH)**

MATH 114 – Applied Math for Technologists (3)

Prerequisite: MATH 102 or pass placement test for MATH 104. Intended for Mechanical Technology and Electrical Technology students, but open to any student. With emphasis on applications, focuses on various topics of algebra and trigonometry including mathematics misconceptions, linear/quadratic equations and functions, common and natural logarithms, properties of logarithms, trigonometric functions, right angle trigonometry, and the law of sines and cosines. Applications include calculator limitations, proportions, unit analysis, projectile motion, frequency response of electrical systems, vector and component analysis, and coordinate analysis of complex shapes. A scientific calculator is required. **(MATH)**

MATH 115 – Concepts Elementary Math I (3)

Prerequisite: Math 099 or equivalent, or placement above pre-college mathematics (see Mathematics Flowchart). This course is for students seeking a degree in childhood education. It will create an experiential environment to investigate mathematical concepts presently taught in the elementary school, such as problem solving, sets and relations, numeration systems, whole numbers, integers, rational numbers, real numbers, and number theory. Students will develop a comprehensive understanding of the New York State Learning Standards and Common Core Curriculum. They will learn various ways to communicate their comprehension to the elementary student. Students will be required to make classroom observations. **(MATH)**

MATH 116 – Concepts Elementary Math II (3)

Prerequisite: Math 099 or equivalent, or placement above pre-college mathematics (see Mathematics Flowchart). This course is for students seeking a degree in childhood education. It will create an experiential environment to investigate mathematical concepts presently taught in the elementary school, such as probability, statistics, geometry, and the metric system. Students will develop a comprehensive understanding of the New York State Learning Standards and Core Curriculum. They will learn various ways to communicate their comprehension to the elementary student. Students will be required to make classroom observations. **(MATH)**

MATH 121 – Fund of Statistics Using Tech. (3)

Prerequisite: MATH 099 or equivalent. An introductory course in statistics for non STEM majors. Course utilizes basic algebraic hand calculations and use of technology (Excel, Minitab and/or a graphing calculator). Topics include sampling design, visual and descriptive statistics along with basic linear regression/correlation models. Probability topics range from basic rules and conditional probabilities to discrete, binomial, and normal probabilities. Statistical inference (confidence intervals and hypothesis testing) for a single population mean and proportion are also discussed. Time permitting, additional topics may include normal approximation to the binomial distribution and statistical inference for two population means and proportions. A specific model of graphing calculator or student license for statistical software may be required. Students who have successfully completed Math 214 are prohibited in enrolling in Math 121. **(GE01), (MATH)**

MATH 201 – Calculus II (4)

Prerequisite: MATH 108 or equivalent. (See Math Flowchart) Continuation of Calculus I. Topics include applications of integration in arc length and surface area, work, fluid pressure and fluid force, moments and centroids, integration techniques, L'Hopital's Rule and improper integrals. Also covers sequences, infinite series, Taylor Series, interval of convergence, conic sections, parametric equations, polar equations and their graphs. **(GE01), (MATH)**

MATH 202 – Calculus III (4)

Prerequisite: MATH 201 or equivalent. (See Math Flowchart) Multivariable calculus including vectors in planes and space; lines, planes and surfaces in space; rectangular, cylindrical and spherical coordinates; vector-valued functions, motion, arc length and curvature; functions of several variables, partial derivatives, chain rules, directional derivatives and gradients, tangent planes; Lagrange multipliers. Also multiple integration applied to volume center of mass and surface area; vector analysis including vector fields, line integrals, Green's Theorem, parametric surfaces, surface integrals, divergence, curl and Stokes' Theorem. **(GE01), (MATH)**

MATH 203 – Linear Algebra (3)

Prerequisite: MATH 106 or equivalent. (See Math Flowchart) Introduces linear algebra with emphasis on interpretation and the development of computational techniques. Topics include systems of equations; matrices are utilized for the interpretation of vector spaces, subspaces, independence bases, dimension, inner product, outerproduct, orthogonal and orthonormal sets. Also the transformation of matrices, matrix operations, inverses, conditions for invertibility, determinants and their properties. The characteristics equation and its eigenvalue are used for problem solving and the development of linear transformations. **(GE01), (MATH)**

MATH 204 – Differential Equations&Series (4)

Prerequisite: MATH 201. (See Math Flowchart,) Techniques for solving differential equations of first and higher order; focus on linear differential equations. Methods include separation of variables, undetermined coefficients, variation of parameters, D-operators, Laplace transforms and infinite series. Applications include formulation, solution and interpretation of initial and boundary value problems in physics, electricity and engineering. **(GE01), (MATH)**

MATH 210 – Math/Data Structures (3)

Prerequisite: CS 222. Introduces the student to most commonly used data structures and their implementation. Algorithms and operations show the use of major data structures in computer science. Includes stacks, symbol tables, queues, sets, search trees, strings and graphs. Study provides a basis for developing new algorithms. **(GE01), (MATH)**

MATH 212 – Discrete Mathematics (3)

Prerequisite: MATH 106 or equivalent. Introduction includes propositional and predicate logic, sets, functions, matrix algebra, number theory, algorithms, valid arguments, direct and indirect proofs, proof by contradiction, mathematical induction, permutations, combinations and other counting techniques, and discrete probability. **(GE01), (MATH)**

MATH 214 – Statistics (3)

Prerequisite: MATH 104 and higher, or MATH 102 with a minimum final grade of C+. Topics range from data collection, descriptive statistics and linear regression models to inferential statistics. Includes probability, counting principles, and binomial probability distribution. Normal probability distribution and student's t-distribution are discussed in single and two-populations applications. Statistical inference (confidence intervals and hypothesis testing) in sociology, psychology, and business/industry are stressed. Additional topics may include Chi-square goodness of fit test, tests for independence, and testing the significance of the linear regression model. **(GE01), (MATH)**

MATH 291 – Special Topics in Mathematics (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Mathematics.

MATH 292 – Special Topics in Mathematics (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Mathematics.

MATH 293 – Special Topics in Mathematics (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Mathematics.

MATH 294 – Special Topics in Mathematics (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Mathematics.

Mechanical Technology

MMT 101 – Machine Tools I (3)

This course introduces the student to a hands-on study of basic theory and laboratory experiences for lathes, milling, drilling, grinding, bench work, and bulk manufacturing operations. Study of cutting speeds and feeds, surface finishes, as well as machine capabilities is included. An introduction to welding, materials, and welding processes will be included. Hands on skills with basic part layout, measurement, inspection, and technical drawing reading skills used by machinists will be emphasized.

MMT 102 – Machine Tools II (3)

Pre-requisite: MMT 101, ENGR 103, and ENGR 126 or ENGR 126 Co-registered, or permission of the instructor. This course is a continuation of MMT 101 introduces the student to a hands-on study of basic theory and laboratory experiences with an introduction to Computer Numerical Control (CNC) machining concepts and techniques. This course includes: Information on topics as applied to manufacturing include: safety, calculating feeds and speeds, depth of cut, trigonometry calculations for machinists, tool selection, intro to fixtures, set-up sheets, and basic operations and setup of CNC lathes and mills. Additional theory and laboratory experiences include: machine tooling for milling and lathe work. Introduction to the controller for basic CNC operations, set up, and tool length offsets. Basic tooling setup and tooling preset to increase accuracy and increase production will be utilized. Introduction to procedures used to operate the computer numerical control (CNC) lathe and mill. This course includes an introduction to the standard M and G codes used with basic programming and operations of computer numerical control CNC lathes and mills. Basic CAD skills to produce basic geometric shapes and layouts to and trigonometric calculations will be used to calculate cutter positioning for CNC applications. Application of

measurement, inspection, and technical drawing reading skills used by machinist will be emphasized.

MMT 122 – Mech/Industrial CAD (4)

Pre-requisite: ENGR 126 or equivalent. Focuses on mechanical design principles and practices in various specialized areas of mechanical/industrial drafting. Topics include bearings and shafts, gearing and cams, threads, fasteners and springs. Introduces industrial dimensioning and tolerancing principles is based on ANSI Y14.5M standards. Detailed representation is accomplished using two and three dimensional computer aided design techniques.

MMT 141 – Fundamentals of Plastics Techn (3)

Pre-requisite: Completion of concurrent enrollment in MMT101. Introduces students to all discipline of plastics converting (extrusion, EBM, ISBM, IM, Vacuum forming, compression molding). Covers the equipment related to each discipline (primary and auxiliary), and the materials used along with their properties and applications. Students learn about what drives the need for this industry and product life cycles. Visits to industry sites are part of the curriculum.

MMT 208 – Advanced CAD/CAM (4)

Prerequisite: ENGR 103, MMT 101, Pre or Co requisite: MMT 102, MMT 221. This course is a continuation of MMT 102. Designed to prepare students with the necessary skills to program computer numerical control (CNC) machines using Computer Aided Design (CAD) combined with Computer Aided Manufacturing (CAM). Lectures address such topics as drawing interpretation, program formats, input media, setup, using fixtures, writing M and G code programs, subroutines, looping and loop counters, creating canned cycles, and advanced tool changing using CNC controllers, while the laboratory sessions give the students practice in programming learned techniques. This course will utilize 3D solid modeling and 2D CAD skills to produce complex geometry. Mold design will be explored in a capstone project based experience.

MMT 220 – Machine Design (4)

Prerequisite ENGR 228. This course focuses on fundamental concepts and problem solving techniques required by industry. Using case studies and actual industrial design problems, students develop the capability to design and layout engineered products and systems, and prepare working drawing and specifications necessary for production. Design and layout problem solving, dimensioning practices, tolerancing and size dimensioning and tolerancing (SD&T) are emphasized. Geometric Dimensioning and Tolerancing (GD&T) with form features, orientation, runout, and locational tolerancing will be incorporated in this course. Computer-aided design with emphasis on component specification preparation and advanced assembly modeling.

MMT 221 – Tool Design (4)

Prerequisite: ENGR 103, MMT 102, and ENGR 228. Provides the knowledge and skills necessary for effective designing jigs and fixtures. Basic Knowledge of cutting tools for the CNC Lathe and the Mill will be introduced. Focus on fixtures design used for machining, universal tooling, and inspecting component parts. Also taught are the necessary procedures for selecting the proper metal cutting and inspection equipment for fixtures designed. Computer aided design project will be incorporated using purchase part components, Solid Modeling, Solid Parts Modeling, Purchase Part Selection, Solid Assembly Modeling, and Solid Drawings in a Project Based Laboratory . An emphasis will be placed on CNC machine set-up, tool sheets, and process sheets. Controller and CNC interface with selection, install, and touch off cutting tools in the machine spindle. Fundamental knowledge of CNC machining/ manufacturing machining principles with set-up and tool sheets.

MMT 241 – Plastics Tech: Injection Mold (4)

Pre-requisite: MMT 141. Instructs students in the set ups required for the entire injection molding process. Covers the associated tooling and the design / build considerations. The purpose, function and hand-on operation of primary and auxiliary equipment is included. Material properties, process troubleshooting, automation, quality control, and workflow methodology are all covered as they relate to injection molding.

MMT 242 – Plastics Techn: Blow Molding (4)

Pre-requisite: MMT 141 Instructs students in the set ups required for the entire blow molding process. Covers the associated tooling and the design / build considerations. The purpose, function and hand-on operation of primary and auxiliary equipment is included. Material properties, process troubleshooting, automation, quality control, and workflow methodology are all covered as they relate to injection molding.

MMT 245 – Plastics Technology Capstone (3)

Students will complete a semester long project focused on the manufacture of a particular plastic part. They will identify the part requirements and appropriate material and conversion process; review costs; identify lead time/constraints; select the appropriate equipment; create operator instructions and quality assurance plans. If appropriate students will design the part using solid modelling software. Two class hours and two lab hours weekly. Pre-requisite: MMT141 and completion or concurrent enrollment in MMT 241 or MMT 242

MMT 291 – Special Topics in MMT (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Mechanical Manufacturing Technology.

MMT 292 – Special Topics in MMT (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Mechanical Manufacturing Technology.

MMT 293 – Special Topics in MMT (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Mechanical Manufacturing Technology.

MMT 294 – Special Topics in MMT (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Mechanical Manufacturing Technology.

Music

MUSI 100 – College Chorus (1)

Open to all students. Provides an opportunity for students to enjoy and develop their singing voices. Activities include concerts for the College and community. May be repeated for a maximum of four credit hours. **(GE08)**

MUSI 101 – Music Appreciation (3)

Studies the art of music listening including the basic elements of music, a variety of musical styles and performing media. Recordings and audio visual materials are supplemented with live music. **(ARTS), (GE08)**

MUSI 102 – Jazz (3)

History and appreciation of jazz for all musical experience levels. Includes discrimination between jazz and related styles; other listening skills include analysis of aspects of form, rhythm, harmony and melody. **(ARTS), (GE08)**

MUSI 104 – Music Essentials (3)

Presents music fundamentals to students and prospective teachers in pre-K, elementary, special, or physical education programs. Study at the piano keyboard introduces students to reading and writing music notation. **(ARTS), (GE08)**

MUSI 111 – Rock (3)

History and appreciation of rock music for students of all musical experience levels. Topics include rock artists, form, rhythm, harmony and melody; also discriminating between rock and related styles. **(ARTS), (GE08)**

MUSI 112 – Music in Performance (3)

A course in music appreciation which culminates in a travel study experience. Detailed study and analysis of musical works precede the trip through online study. Performances may include a Broadway musical, choral music, an opera or ballet, the symphony, and/or a jazz performance. **(ARTS), (GE08)**

MUSI 114 – Guitar Ensemble (1)

Guitar Ensemble is a small ensemble course, in which students will rehearse and perform music from standard guitar ensemble repertoire. A department audition is required. May be repeated for a maximum of four credit hours.

MUSI 115 – Jazz Ensemble (3)

Course explores the repertoire for the jazz ensemble which includes: swing, bebop, hard bop, cool, avantgarde, and fusion jazz styles. The jazz ensemble is for any level of improviser, however an audition is required for placement.

MUSI 116 – Small Group Ensemble (1)

This is a performance-oriented course dealing with all aspects of jazz/commercial small group performance. Students will rehearse three time weekly and have the opportunity to perform on- and off-campus throughout the semester.

MUSI 117 – Rock Ensemble (1)

Rock Ensemble is a small ensemble course, in which students will rehearse and perform music from the rock genre. A department audition is required. May be repeated for a maximum of four credits. **(ARTS), (GE08)**

MUSI 118 – Jazz Combo (1)

Jazz combo is a "hands on" ensemble course, in which students will rehearse and perform music from the jazz genre. A department audition is required. May be repeated for a maximum of four credit hours.

MUSI 119 – R&B Ensemble (1)

R & B Ensemble is a "hands on" ensemble course, in which students will rehearse and perform music from the rhythm and blues genre. A department audition is required. May be repeated for a maximum of four credit hours.

MUSI 120 – World Rhythm Ensemble (1)

World Rhythm Ensemble is a "hands on" ensemble course, in which students will rehearse and perform percussion music from world cultures. A department audition is required. May be repeated for a maximum of four credit hours. **(ARTS), (GE08)**

MUSI 121 – World Music (3)

World Music will explore the musical traditions of African, Asian, Caribbean, and Latin American cultures. Students will study how music relates to history, institutions, economy, society, and culture. **(DVRS), (GE08)**

MUSI 131 – Basic Musicianship I (1)

Basic Musicianship I is a course that provides students with knowledge of the fundamentals of music. To increase the ability to analyze music aurally

and visually.

MUSI 132 – Basic Musicianship II (1)

Basic Musicianship II is a continuation of topics covered in MUSI 131. To increase the ability to analyze music aurally and visually.

MUSI 133 – Improvisation (2)

This course is designed to introduce students to the fundamentals of improvisation in jazz and contemporary music styles.

MUSI 140 – A Cappella Ensemble (1)

Offers students the opportunity to rehearse and perform vocal music without accompaniment. Activities include performances on and off campus.

MUSI 141 – Vocal Jazz Ensemble (1)

Offers students the opportunity to rehearse and perform music from the jazz repertoire. Activities include performances on and off campus.

MUSI 145 – Music Theory I (2)

Covers basic music theory concepts including; pitch, basic harmonic structures, and simple and compound rhythm.

MUSI 146 – Music Theory II (2)

Prerequisite: MUSI 145. Music Theory II is a continuation of materials covered in MUSI 145. Topics include; Melody, Bass Lines, SATB, Cadence, Embellishment, Voice Leading, Diatonic Sequences, and Secondary Dominants.

MUSI 152 – Class Voice (2)

Designed for students of any singing ability who desire to improve their singing voice. Students learn how to produce a good singing tone and sing effectively.

MUSI 154 – Piano I (3)

For beginning piano players. Students proceed at their individual pace learning basic theoretical concepts as applied to the keyboard. Students learn how to play piano melodies and perform written works. Correct piano technique is taught as well as proper phrasing and expressiveness in playing. **(ARTS), (GE08)**

MUSI 156 – Piano II (3)

Recommended background: MUSI 104, 154, private piano study or equivalent. Students move at an individual pace and build on previous playing skills. Solutions for technical problems are given.

MUSI 158 – Guitar (3)

Students of any playing level may enroll in this guitar course. Beginning students learn at their own pace to read music, chord notation, and to play chords, scales and fingering. **(ARTS), (GE08)**

MUSI 170 – Music Prep Audio Professionals (3)

Prerequisite: TELC 104. Addresses the musical needs of both aspiring audio professionals and general students. Students have the opportunity to become comfortable with musical as well as technical language.

MUSI 200 – Applied Music Lessons (2)

Prerequisite: Department audition required. This course enables students to study privately with an instructor with the same instrumental or vocal specialization, depending on availability of faculty. **(ARTS), (GE08)**

MUSI 205 – Music Composition (3)

Prerequisites: MUSI 154. In this course, intermediate concepts and materials of music composition are covered. The student will have assigned projects in motive and phrase development, periodic construction, phrase shape, and part writing. The student will complete short pieces for keyboard and small instrumental/vocal combinations.

MUSI 206 – Digital Music Notation (3)

Digital Music Notation is a course that covers music notation topics utilizing music software.

MUSI 207 – Digital Music Arranging (3)

Digital Music Arranging is a course that covers music technology topics in music sequencing and programming.

MUSI 211 – Chamber Ensemble (1)

String, woodwind, brass, and percussion students may participate in local and regional chamber ensembles. Ensembles perform music from Classical, pop, Broadway, and/or film music genres. A departmental audition is required.

MUSI 231 – Musicianship III (1)

Musicianship II is a continuation of topics covered in MUSI 132. To increase the ability to analyze music aurally and visually.

MUSI 232 – Musicianship IV (1)

Musicianship IV is a continuation of topics covered in MUSI 231. To increase the ability to analyze music aurally and visually.

MUSI 245 – Music Theory III (2)

Prerequisite: MUSI 146. Music Theory III continues to build on the concepts that were covered in Music Theory II. Topics in this course include borrowed chords, chordal extensions, Neapolitan chords, augmented chords, and Classical forms.

MUSI 246 – Music Theory IV (2)

Prerequisite: MUSI 245. Music Theory IV continues to build on the concepts that were covered in Music Theory III. Topics in this course include modes, altered dominants, chromatic mediants, diminished 7th chords and twentieth century techniques.

MUSI 247 – Beats Production 1 (3)

Beats Production 1 is a course that is designed to introduce students to the art of making beats. Students will utilize software and MIDI controllers to create beats.

MUSI 248 – Beats Production 2 (3)

Prerequisite: MUSI 247. Beats Production 2 expands on topics covered in Beats Production 1. Students will utilize software and MIDI keyboard controller to create melodic phrases, harmonic progressions and explore advanced editing techniques.

MUSI 291 – Special Topics in Music (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Music.

MUSI 292 – Special Topics in Music (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Music.

MUSI 293 – Special Topics in Music (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Music.

MUSI 294 – Special Topics in Music (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Music.

Nursing

NURS 101 – Fundamentals Patient Care (4)

Concurrent enrollment in or completion of BIOL 203. Adult, child, and infant CPR certification required prior to clinical. This foundational course introduces students to the practice of professional nursing as a therapeutic

process of caring, knowledge, judgment and skill. The core concepts of individual, professional nursing, and health care are an organizing framework. Emphasis is placed on the concepts of health, wellness and illness, professional behaviors, accountability, assessment, caring interventions for basic human needs, clinical decision making, safety, communication, evidence-based practice, legal issues, stress and coping, culture, and health care systems. Students will integrate theory into practice by caring for adult and older patient's basic needs in long term and acute care settings. The student is expected to demonstrate competency of selected basic nursing skills in the Nursing Lab. **(MATH)**

NURS 102 – Nursing Physical/Mental Hlth I (8)

Prerequisite: NURS 101 and BIOL 203. Concurrent enrollment in or completion of BIOL 204. Adult, child and infant CPR certification. This course builds upon the skills, abilities and knowledge developed in Nursing 101. The core concepts of individual, professional nursing, and health care are an organizing framework. Emphasis is placed on the concepts of elimination, metabolism, cellular regulation, oxygenation, perfusion, inflammation, mobility, teaching and learning, and clinical decision making. The student will integrate theory into practice by caring for adult and older adult patients with common medical-surgical health problems in acute care settings. The student is expected to demonstrate competency of selected intermediate nursing skills in the Nursing Lab.

NURS 104 – Clinical Enrichment Practicum (1)

This nursing elective provides 45 hours of clinical enrichment in an acute care hospital setting under the supervision of an expert nursing clinical instructor. The student will build upon previously mastered principles of interpersonal, technical and cognitive skills related to individualized client needs. Clinical learning activities will be provided to further develop the student's ability to think critically, to reason and form judgments, and to assess, analyze and resolve client-centered health problems.

NURS 165 – Health Care Great Britain (3)

This international study-travel course is offered to health care providers, administrators, and others with an interest in exploring health care issues in Great Britain. The intent is to enrich and broaden the historic and cultural insights of the health care provider through immersion in and study of an international health care system. Participants will meet and exchange ideas with their British peers and compare and contrast variations in past, current, and future trends between the National Health Service and United States health care system. This course will consist of an intensive two week series of tours, lectures, and discussions including well-known London sites associated with past health care issues. Historic and cultural influences will be explored during visits to the Roman baths at Bath, the original Old St. Thomas' Operating Theatre, Stonehenge, the Wellcome Collection, the Nurse's Chapel at Westminster Abbey, the Florence Nightingale Museum, the Gordon Museum, and other sites of interest.

NURS 203 – Trends in Nursing (1)

Concurring Requisite: NURS 216, NURS 217. This course provides students with an overview of contemporary issues and trends and their impact on the nursing profession. The role of the associate degree nurse and the transition from student to member of the profession will be explored. Focuses on the core concepts of professional nursing and health care.

NURS 207 – Pharmacology (3)

This course provides essential information to promote the knowledge and skills of safe drug therapy. Basic pharmacologic concepts and application of the nursing process in drug therapy establish the framework of this course. The content is organized into topics by therapeutic drug classifications and their effects on particular body systems. The focus on rationales for nursing actions provides a strong knowledge base and scientific foundation for safe and effective drug therapy in clinical nursing practice.

NURS 210 – Health Assessment (1)

Prerequisite: NURS 101. This course builds on the shift assessment skills from Fundamentals of Nursing to broaden the student's knowledge of physical and sociological aspects of health assessment of the adult and older patient. Holistic assessment of patients in these age groups - from history through physical examination - is emphasized through a systems approach. Students will acquire and refine assessment skills and techniques for assessment of patients beginning with a situational assessment, then moving to the general survey, the integumentary system, the cardiac system, the respiratory system, the gastrointestinal system, and the musculoskeletal system. Therapeutic communication and critical thinking, both essential to effective interviewing and history taking, as well as the physical examination itself, are emphasized as key skills throughout the course content. Students will independently practice assessment skills and provide documentation for each body system. A comprehensive Competency Demonstration (CD) will be the culminating skills evaluation.

NURS 214 – Family/Community Nursing I (4)

Prerequisites: NURS 101, NURS 102, NURS 210, BIOL 203, BIOL 204. Adult, child and infant CPR certification. This course builds upon the skills, abilities and knowledge developed in Nursing 101 and Nursing 102. The core concepts of individual, professional nursing, and health care are an organizing framework. Emphasis is placed on the concepts of sexuality, reproduction, growth and development, family, infection, health care systems, health policy, and clinical decision making. The student will integrate theory into practice by caring for patients in pediatric, obstetric, home care, and community settings. The student is expected to demonstrate competency of selected intermediate nursing skills in the Nursing Lab.

NURS 215 – Nurs Physical/Mental Hlth II (4)

Prerequisites: NURS 101, NURS 102, NURS 210, BIOL 203, BIOL 204. Adult, child and infant CPR certification. This course builds upon the skills, abilities, and knowledge developed in Nursing 101 and Nursing 102. The core concepts of individual, professional nursing, and health care are an organizing framework. Emphasis is placed on the concepts of mental health, stress and coping, perfusion, oxygenation, acid-base balance, metabolism, collaboration, and clinical decision making. The student will integrate theory into practice by caring for adult and older adult patients in acute care and mental health settings. The student is expected to demonstrate competency of selected intermediate nursing skills in the Nursing Lab.

NURS 216 – Family/Community Nursing II (4)

Prerequisites: NURS 101, NURS 102, NURS 210, NURS 214, NURS 215, BIOL 203, BIOL 204, BIOL 216 completion of NURS 217 or concurrent enrollment in NURS 217. Adult, child and infant CPR certification. This course builds upon the skills, abilities, and knowledge developed in Nursing 101,Nursing 102, Nursing 214 and Nursing 215. The core concepts of individual, professional nursing, and health care are an organizing framework. Emphasis is placed on the concepts of metabolism, intracranial regulation, cellular regulation, perfusion, tissue integrity, mobility, inflammation, and collaboration.The role of nurse as manager of care is further developed with increased autonomy and an emphasis of the development of interdisciplinary collaboration skills. The student will integrate theory into practice by caring for patients in pediatric, obstetric, home care, and community settings. The student is expected to demonstrate competency of selected advanced nursing skills in the Nursing Lab.

NURS 217 – Nurs Physical/Mental Hlth III (4)

Prerequisites: NURS 101, NURS 102, NURS 210, NURS 214, NURS 215, BIOL 203, BIOL 204, BIOL 216 completion of NURS 216 or concurrent enrollment in NURS 216. Adult, child and infant CPR certification. This course builds upon the skills, abilities, and knowledge developed in Nursing 101,102, 214, and 215. The core concepts of individual, professional nursing, and health care are an organizing framework. Emphasis is placed on the concepts of fluid and electrolyte balance, metabolism, intracranial regulation, cellular regulation, immunity, and mobility. The role of the nurse as manager of care is further developed with increased autonomy and an emphasis on the development of leadership skills. The student will integrate theory into practice by caring for adult and older adult patients in acute care settings and the clinical preceptorship. The student is expected to demonstrate competency of selected advanced nursing skills in the Nursing Lab.

NURS 220 – Art Nurs:Alternative Therapy (1)

This course considers the process of providing physical, mental, emotional, and spiritual care to others by focusing on alternative therapies that promote the self-healing capabilities within individuals. Nursing as an art is a caring profession that seeks to assist clients toward favorable health changes.

Alternative therapies and their relation to the concept of healing, provide the framework for this course.

NURS 291 – Special Topics in Nursing (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Nursing.

NURS 292 – Special Topics in Nursing (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Nursing.

NURS 293 – Special Topics in Nursing (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Nursing.

NURS 294 – Special Topics in Nursing (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Nursing.

Philosophy

PHIL 101 – Logic (3)

Prerequisite or concurrent enrollment in ENGL 101. Introduces informal and formal logic, emphasizing methods of interpreting and evaluating arguments to develop critical thinking and reasoning skills.

PHIL 105 – Ethics (3)

Prerequisite or concurrent enrollment in ENGL 101. Examines alternative theories of the nature of moral value in relation to basic issues concerning rights, justice, freedom and happiness. Course objective is to develop the ability to make well-reasoned judgments about value questions facing the individual and society.

PHIL 130 – Medical Ethics (3)

Medical ethics focuses on the intersection between ethics, medical theory, practice, and policy. This course introduces students to the methods of medical ethics by focusing on the process and concepts of ethics and applying them to debates in the medical field like assisted suicide and euthanasia, assisted reproduction and abortion, and the problems of justice and health care access. Students will learn to use ethical theories to make sense of moral conflicts and support their conclusions with evidence. This course emphasizes critical thinking, ethical decision-making, and problem solving.

PHIL 140 – Food Ethics (3)

Food ethics focuses on the ethical conflicts and decisions that arise in the growing, raising, selling, preparation, and consumption of food. This course introduces students to the methods of food ethics by focusing on the process and concepts of ethics and applying them to debates in the food ethics field like animal rights and treatment of food industry workers, product labeling and modification of food, and personal health care and pollution. Students will learn how to use ethical theories to make sense of moral conflicts and support their conclusions with evidence. This course emphasizes critical thinking, ethical decision-making, and problem solving. **(HUMN)**

PHIL 201 – Introduction to Philosophy (3)

Prerequisite or concurrent enrollment in ENGL 101. General introduction to philosophy surveys fundamental problems and perspectives representing a range of philosophical fields, periods, and authors. Encourages questioning and reasoning on philosophical issues.

PHIL 203 – World Religions (3)

Prerequisite or concurrent enrollment in ENGL 101. Studies the beliefs and religious philosophies of major Eastern and Western religions including Hinduism, Buddhism, Judaism, Christianity and Islam. **(GLBL)**

PHIL 291 – Special Topic in Philosophy (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Philosophy.

PHIL 292 – Special Topics in Philosophy (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Philosophy.

PHIL 293 – Special Topics in Philosophy (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Philosophy.

PHIL 294 – Special Topics in Philosophy (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Philosophy.

Physical Education

PE 020 – Varsity Cross Country I (1)

Prerequisite: must meet NJCAA academic standard in order to register. Develops specialized training and knowledge in distance running. Special attention given to improving individual peak performance and achieving team recognition.

PE 024 – Varsity Clay Target I (1)

This course offers advanced instruction and practice in tracking techniques, fundamental ballistic principles, safety, shotgun mechanics, rules, organizational methods, and coaching principles. Students will be responsible for transportation to and from the shooting range.

PE 028 – Varsity Esports I (1)

This course offers advanced instruction and practice in the Esports ecosystem, strategy, hand-eye coordination, communication, rules, organizational methods, and coaching principles. Students are responsible for Internet connection, consoles, PCs, and online subscriptions. No transportation is needed.

PE 030 – Varsity Basketball I (1)

Develops specialized knowledge, skills, and strategies. Special attention given to techniques to improve individual peak performance and team competitiveness. Students must provide their own transportation to practice locations.

PE 035 – Varsity Golf I (1)

Prerequisite: Must meet NJCAA academic standard in order to enroll in this class. Develops specialized knowledge, skills and strategies related to the sport of golf. Special attention given to techniques to improve individual peak performance and team competitiveness. Students must provide their own transportation to practice locations.

PE 040 – Varsity Soccer I (1)

Prerequisite: must meet NJCAA academic standard in order to register. Develops specialized knowledge, skills, and strategies in soccer. Special attention given to techniques to improve individual peak performance and team competitiveness. Students must provide their own transportation to practice locations.

PE 045 – Varsity Bowling (1)

Develops specialized knowledge, skills and strategies related to the sport of bowling. Special attention given to techniques to improve individual peak performance and team competitiveness. Pre-requisite: Must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 050 – Varsity Lacrosse I (1)

Develops specialized knowledge, skills, and strategies. Special attention given to techniques to improve individual peak performance and team competitiveness. Prerequisite – must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 054 – Varsity Clay Target II (1)

This course offers advanced instruction and practice in tracking techniques, fundamental ballistic principles, safety, shotgun mechanics, rules, organizational methods, and coaching principles. Students will be responsible for transportation to and from the shooting range.

PE 055 – Varsity Volleyball I (1)

Develops specialized knowledge, skills and strategies related to the sport of volleyball. Special attention given to techniques to improve individual peak performance and team competitiveness. Pre-requisite: Must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 056 – Varsity Softball I (1)

Develops specialized knowledge, skills and strategies related to the sport of softball. Special attention given to techniques to improve individual peak performance and team competitiveness. Pre-requisite: Must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 057 – Varsity Baseball I (1)

Develops specialized knowledge, skills and strategies related to the sport of baseball. Special attention given to techniques to improve individual peak performance and team competitiveness. Pre-requisite: Must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 058 – Varsity Esports II (1)

This course offers advanced instruction and practice in the Esports ecosystem, strategy, hand-eye coordination, communication, rules, organizational methods, and coaching principles. Students are responsible for Internet connection, consoles, PCs, and online subscriptions. No transportation is needed.

PE 060 – Varsity Basketball II (1)

Develops specialized knowledge, skills, and strategies. Special attention to techniques to improve individual peak performance and team competitiveness. Prerequisite – must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 065 – Varsity Golf II (1)

Prerequisite: PE 035. Continues to develop specialized knowledge, skills and strategies related to the sport of golf. Special attention given to techniques to improve individual peak performance and team competitiveness. Students must provide their own transportation to practice locations.

PE 070 – Varsity Soccer II (1)

Prerequisite: must meet NJCAA academic standard in order to register. Develops specialized knowledge, skills, and strategies. Special attention given to techniques to improve individual peak performance and team competitiveness. Students must provide their own transportation to practice locations.

PE 075 – Varsity Bowling II (1)

Develops specialized knowledge, skills and strategies related to the sport of bowling. Special attention given to techniques to improve individual peak performance and team competitiveness. Pre-requisite: Must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 080 – Varsity Lacrosse II (1)

Prerequisite: must meet NJCAA academic standard in order to register. Develops specialized knowledge, skills, and strategies. Special attention given to techniques to improve individual peak performance and team competitiveness. Students must provide their own transportation to practice locations.

PE 085 – Varsity Volleyball II (1)

Develops specialized knowledge, skills and strategies related to the sport of volleyball. Special attention given to techniques to improve individual peak performance and team competitiveness. Pre-requisite: Must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 086 – Varsity Softball II (1)

Develops specialized knowledge, skills and strategies related to the sport of softball. Special attention given to techniques to improve individual peak performance and team competitiveness in their second season of eligibility. Pre-requisite: Must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 087 – Varsity Baseball II (1)

Develops specialized knowledge, skills and strategies related to the sport of baseball. Special attention given to techniques to improve individual peak performance and team competitiveness. Pre-requisite: Must meet NJCAA academic standard in order to enroll in this class. Students must provide their own transportation to practice locations.

PE 090 – Varsity Cross Country II (1)

Prerequisite: must meet NJCAA academic standard in order to register. Develops specialized training and knowledge in distance running. Special

attention given to improving individual peak performance and achieving team recognition.

PE 103 – Walking/Jogging for Fitness (1)

Provides an opportunity for students of all fitness levels to participate in cardiovascular exercise that will increase endurance level and promotes fitness through walking and or jogging. Students will learn various techniques to improve their activity level and to avoid injuries. Students will track and analyze their activity level throughout the course.

PE 104 – Yoga for Beginners (1)

Students will learn and practice meditation techniques, basic postures, breathing exercises, mantras, and relaxation techniques of Yoga.

PE 109 – Judo (1)

Designed to provide instruction at all levels of Kodokan Judo. Students will be taught at their own level and pace and may concentrate in one area or pursue several areas of interest. Beginners will learn the basics of Olympic Judo, self-defense and KATA forms. Advanced students will have the opportunity to test their skills and develop or refine new skills. Instruction will be individualized to meet the needs and abilities of each student. Recommended for students considering a career in law enforcement, corrections, military.

PE 110 – Karate (1)

Basic techniques of Beikokujin Soo Do karate and basic tenets, ethics of the martial arts. Students are taught the fundamental kicks, blocks, strikes, vocabulary, selfdefense techniques and katas necessary to attain the rank of gold belt. Additional techniques for advanced students. May be repeated.

PE 128 – Basketball (1)

Basic instruction in the skills and fundamentals of basketball. Students learn rules and officiate games within the class setting.

PE 129 – Basketball Practicum (1)

Prerequisite: PE 128. Opportunity to improve basketball skills in a competitive setting. Three class hours weekly. * May not be counted for graduation credit under certain circumstances. See physical education requirements as stipulated for each degree, or contact division chair.

PE 130 – Weight Training (1)

Use of free weight room. Brief presentation of the history of strength building includes Olympic lifting, power lifting, bodybuilding, strength research, and strength fitness.

PE 131 – Weight Training Practicum (1)

Review of PE 130 and current theories in strength training.

PE 144 – Fitness Theory & Application (1)

Basic theory of fitness, appraisal of fitness levels and applying knowledge to personal fitness goals.

PE 145 – First Aid-Responding Emergency (1)

Meets requirements for Red Cross first aid certification: students recognize, evaluate, and prioritize first aid needs and apply appropriate aid in emergencies.

PE 146 – CPR Basic Support (1)

Basic life support in cardiopulmonary resuscitation. Students are trained in course "C" basic life support, meeting American Heart Association standards.

PE 147 – CPR Instructor (1)

Prerequisite: PE 146. Designed to meet American Heart Association standards. Produces highly skilled C.P.R. instructors.

PE 148 – Independent Study PE (1)

Designed to meet student's unique circumstances.

PE 157 – Personal Defense (1)

A planned progression of skills in self-defense situations, including standing, ground fighting, and weapons defense techniques. Psychological strategies, legal responsibilities, and ethical implications will be taught.

PE 161 – Fitness Center I (1)

Training program designed to meet cardiovascular requirements and improve strength and flexibility. Following orientation, lecture, assessment, and testing, students attend a specified number of classes on their own.

PE 162 – Fitness Center II (1)

Prerequisite: PE 161. Continues fitness regimen, providing weight control module. Three class hours weekly.

PE 163 – Fitness Center III Practicum (1)

Prerequisite: PE 162. Pursue fitness goals through aerobic exercise machines including stairmasters, treadmills, aire-dynes, gravitrons and rowers. Submaximal aerobic testing available.

PE 165 – Intro Physical Education (1)

For students who wish to transfer into a four-year program in physical education. Explores the diversity of the field, the place of physical education

in educational settings, literature and research in the field, and careers.

PE 170 – Sports Management (3)

Examines the sports industry and introduces sports management careers. Management functions, unique characteristics of sports, the sports manager's roles, skills, attributes, issues, social and ethical responsibilities.

PE 171 – Introduction to Dance (1)

This course will provide students with a basic knowledge in various aspects of dance as a performing art. The psychomotor aspect will focus on body alignment, dance technique, flexibility, execution and recollection of short dance combinations. The cognitive aspect will cover dance history and culture. Proper dance attire is required for dance performances.

PE 172 – Dance Practicum (1)

This course offers students opportunities to express their own vision and self expression in dance and focus on basic beginner choreography technique, putting movements, traveling steps in combinations to music. The course is committed to helping beginner levels develop confidence, discipline, and terminology in dance education. It will also assist aspiring dancers in preparing themselves for future auditions. Students will learn how to put dance combinations to lyrical, rock, and Broadway music under professional supervision.

PE 175 – Foundations of Physical Ed (3)

This course is designed to provide teachers, coaches, athletic trainers, and persons interested in the discipline of physical education with applied knowledge relative to lifelong fitness and related activities. The lecture/discussion areas include concepts related to lifelong fitness, sports, general fitness, and specific physical education course programming. Understanding how to advocate for physical education as a discipline is an important component to the course.

PE 177 – Bowling Practicum (1)

Designed to provide instruction at all levels of bowling. Students will be taught at their own level and pace. Beginners will learn the basic of bowling including history, technique, scoring and etiquette. Advanced students will have the opportunity to test their skills and develop or refine new skills. Instruction will be individualized to meet the needs and abilities of each student.

PE 185 – Sports Nutrition (1)

This course is designed to meet the need of individuals and athletes desiring to increase their physical fitness capacity through nutrition. Topics such as carbohydrates, fats, proteins, vitamins, minerals, and water in exercise will be

discussed. Effects of dietary manipulations, body composition, and supplemental aid will also be discussed.

PE 195 – Sports Mngmnt in Great Britain (3)

This course is designed for physical educators and students interested in sports management programming. The travel-study portion will include site visits related to sport management venues in the UK….such as Wimbledon, the Olympic Village, Wembley Stadium, Twickenham Stadium and Stamford Bridge…and depending on schedule availability attendance to some sport competition. Also included will be other cultural site visits and activities in the London area.

PE 199 – Physical Education: Children (2)

This course is recommended for students in Early Childhood or other Education programs. To provide philosophy, principles, activities, teaching strategies, evaluation procedures for children ages three to eight through lecture and active participation in class.

PE 215 – Sports Production (3)

An introductory course in the theory and practice of television sports production. The course will provide students practical production experience in live sporting events. Students will experience a variety of production roles from producer and director to camera operator, graphics, and audio. Recommended Background: TELC 104.

PE 220 – Applied Sport Psychology (3)

This course is designed to provide teachers, coaches, athletic trainers, and persons interested in the discipline of physical education with applied knowledge relative to the psychology of sport and related activities. The lecture/discussion areas include concepts related to how mental performance impacts lifelong fitness, sports, general fitness, and specific physical education course programming. Understanding how sport psychology can affect fitness and sport performance is an important component to the course.

PE 230 – Sport in Society (3)

This course is designed to provide teachers, coaches, athletic trainers, and persons interested in the discipline of physical education with applied knowledge relative to societal issues and controversies in the world of sport. The lecture/discussion areas include concepts related to how sociological ideals and sport impacts our daily lives and the understanding of how society can be impacted by these ideals as important components to the course.

PE 240 – Exercise Physiology (4)

Prerequisite: BIOL 100 or BIOL 103 and BIOL 203. This course is designed to provide physical educators, coaches, athletic trainers, and persons interested

in exercise science with applied knowledge relative to the human's physiologic responses to exercise and other environmental stresses. The lecture/discussion areas include nutrition, energy metabolism, respiratory, cardiovascular, and neuromuscular physiology, environmental factors, and applied physiology. Basic laboratory procedures and tests in the field of exercise physiology are designed to complement the lecture area.

PE 250 – Health Sci Applied to Coaching (3)

A series of interactive exercises and activities designed to study Health Sciences as they apply to coaching sports. Through these activities, exercises and health applications to coaching topics, participants will gain information, organize it for professional and personal use, and apply it to their particular programs. Health Sciences as applied to coaching will also help define selected principles of biology, anatomy, physiology, kinesiology related to coaching, risk minimization, mixed competition, NYSED selection and classification of athletes, age and maturity of athletes. This course meets the New York State coaching certification requirements for health science and is intended to be 45 hours.

PE 260 – Basic Care/Prevention:Injuries (3)

Introduces athletic training students and coaches to the fundamental injuries encountered during sports activities. Etiology, prevention and treatment and evaluation of specific injuries to the head, shoulder, hip, knee, and ankle will be stressed. First aid for injuries and emergency procedures will be reviewed. Students must provide their own transportation to offcampus locations.

PE 263 – Internship Athletic Training (1)

Prerequisite: PE 260. Recommended background: anatomy and physiology. Hands-on introduction for athletic training students to basic injuries encountered in sports activities. Etiology, prevention, evaluation, treatment of specific injuries to head, shoulder, hip, knee, and ankle. First aid for injuries and emergency procedures. Three class hours weekly. Students must provide their own transportation to off-campus locations.

PE 270 – Sports Promotions (3)

Recommended background: PE 170. Course reviews strategies for selling sports, including advertising, merchandising, licensing, and sponsorship.

PE 290 – Internship Sports Management (3)

Prerequisite: Students must be entering the final semester of the Business Administration AAS (Concentration in Sports Management) degree program. This course will provide an opportunity for qualified students to connect classroom learning with practical work experience. Students will identify their career skills and develop specific learning goals for the work assignment. Students will prepare an employment portfolio to present to employer sponsors and interview for an internship position. The internship position will be sponsored by a local area employer for a minimum of 120 work hours. The

internship will enable students to meet their learning goals and develop their skills through relevant work projects. Class meetings per student/instructor/sponsor contract.

PE 291 – Spec. Topics in Physical Ed (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Physical Education.

PE 292 – Spec Topics in Physical Ed (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Physical Education.

PE 293 – Spec Topics in Physical Ed (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Physical Education.

PE 294 – Spec Topics in Physical Ed (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Physical Education.

Physics

PHYS 101 – Technical Physics I (4)

Prerequisite: MATH 099 or equivalent. Introduces the basic principles of physics including scalars and vectors, displacement velocity and acceleration, force, work, energy, momentum, circular and rotational motion. **(GE02)**

PHYS 102 – Technical Physics II (4)

Prerequisite: PHYS 101. Continuation of PHYS 101. Covers the principles of electricity, magnetism, waves, sound, light, and an introduction to optics. **(GE02)**

PHYS 103 – General Physics I (4)

Recommended background: MATH 104 or MATH 114 (or both concurrently), high school physics. For students with satisfactory experience in physics. Includes kinematics in one and two dimensions, Newton's Laws of motion, free body diagrams, work-energy theorem, conservation of energy and linear momentum, center of mass, centripetal acceleration, translations and rotations of rigid bodies, torque and equilibrium. **(GE02), (NSCI)**

PHYS 104 – General Physics II (4)

Recommended background: MATH 104 or MATH 114 and high school physics. Continuation of PHYS 103. Course content includes Kirchhoff's

voltage and current rules; reactance and resonance; electromagnetism, Faraday's Law, standing waves, the Doppler effect, reflection and refraction, mirror and lens ray diagrams, interference, diffraction and polarization. **(GE02), (NSCI)**

PHYS 200 – Physics I: Mechanics (4)

Prerequisite: MATH 108 or equivalent. First in a threecourse sequence for engineering students and science or math majors with strong mathematics background. Study of Newton's Laws, work and energy, gravitation of falling bodies, motion in a plane, momentum, rotation of a rigid body, elasticity, periodic motion, hydrostatics, fluids in motions, temperature, heat and energy, heat transfer, change of state and thermodynamic laws. **(GE02), (NSCI)**

PHYS 201 – Physics II:Electricity&Magneti (4)

Prerequisite: PHYS 200 and concurrent enrollment in MATH 202. A study of the electromagnetic theory using Maxwell's equations, DC and AC circuitry, electrical instruments, measurement, machinery and discharges and an Introduction to Optics. **(GE02), (NSCI)**

PHYS 202 – Physics III:Modern Physics (4)

Prerequisite: PHYS 201. Studies electromagnetic wave properties including propagation, reflection, refraction, diffraction polarization and optical instruments. Also, atomic structure, quantum theory, relativity, nuclear models and radioactivity. **(GE02), (NSCI)**

PHYS 291 – Special Topics in Physics (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Physics.

PHYS 292 – Special Topics in Physics (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Physics.

PHYS 293 – Special Topics in Physics (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Physics.

PHYS 294 – Special Topics in Physics (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Physics.

Political Science

PSCI 101 – Modern Government (3)

Examines fundamental political concepts, theories and issues. Emphasis on the nature and importance of politics, aspects of the political community, states and nations, and the process and machinery of government. Covers a comparison of governments of several modern nations.

PSCI 102 – American Government (3)

Introduction to the national system of government and politics, this course describes, analyzes and explains the political process in America as it relates to the national government. Study includes the founding process, federalism, the legislative, executive and judicial branches, the operation of parties and elections, the role of law and the courts in rights and liberties, and the process of creating both domestic and foreign policy. The course seeks to give students an understanding of the way behavior of the President, Congressional members, Supreme Court justices and ordinary citizens influences formulation of governmental policies. **(GE03), (USCV)**

PSCI 206 – International Relations (3)

Covers issues pertaining to international peace and security, economic relations, human rights, social and cultural developments, colonialism and international law. These issues are discussed in terms of their development and importance. Also considers actions of the international community in dealing with these problems.

PSCI 207 – U.S. Constitution (3)

Introduces the study of public law. Covers separation and delegation of governmental powers, the federal system, powers of the national government, the judicial function and its limitations, due process and civil liberties.

PSCI 291 – Spec Topics Political Science (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Political Science.

PSCI 292 – Spec Topics in Political Sci (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Political Science.

PSCI 293 – Spec. Topics in Political Sci (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Political Science.

PSCI 294 – Spec. Topic in Political Sci (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Political Science.

Psychology

PSY 100 – Psychology of Adjustment (3)

This course will explore the processes of human psychological adjustment, growth, and coping. The emphasis of the course will be behavior change and will rely on personal reflection through various means of psychological exploration. Psychological principles will be applied to stress and mood management, self-esteem, social adjustment, communication, and human relationships. This course will also permit the exploration of practical aspects of psychology that will encompass group participation, self-disclosure, and empathy. This course does not replace PSY 101 in the Psychology Concentration track or as a prerequisite for upper-level psychology courses.

PSY 101 – Introductory Psychology (3)

Basic orientation to the psychology of human behavior. Studies the aims and methods of psychological investigation and measurement, and biological and social influences on behavior. Also focuses on learning, motivation, emotion, perception, and personality development. **(GE03), (SOCS)**

PSY 106 – Psychology of Sleep & Dreams (1)

Basic theory and current research on sleep and dreams. Topics include sleep patterns, deprivation, disorders and dream work. Extensive class discussion of actual dream reports and interpretations.

PSY 107 – Intro to Hypnosis & Meditation (1)

Theory, research, practice of hypnosis, self-hypnosis, meditation. Includes similarities, differences, use for personal growth, methods, potential benefits and abuses

PSY 165 – Psych of Multicultural London (3)

Prerequisite: Completion of PSY 101 or an Introduction to Psychology course. London is known as the multicultural center of Europe and has the largest non-white population of any European city. This course will not only investigate the broad aspects of psychology, but will also examine how diversity effects the population as a whole. Students will be able to observe the perspectives of different cultural groups and their traditions, language, and customs. Individual and multicultural identities will be also investigated. Several historic sites including the famous Freud museum, London's street markets, and various ethnic neighborhoods will be explored.

PSY 203 – Social Psychology (3)

Prerequisite: Psychology 101. Basic social psychology concepts in contemporary theoretical orientations and related research findings are addressed. Concepts studied include the self, social cognition, and perception. The course also covers attitudes, persuasion, and group behavior. Stereotypes, prejudice, and discrimination are evaluated. Interpersonal

attraction and intimate relationships are discussed, and lastly aggression and prosocial behavior are studied. **(GE03), (SOCS)**

PSY 205 – Psychology: Personality (3)

Prerequisite: PSY 101. Basic orientation to the psychology of personality. Examines major theories including psychoanalytic, behavior, humanistic, phenomenological and others. Explores certain general issues such as achievement, motivation, psychopathology, sexual adjustment, and personal religious orientation. **(GE03), (SOCS)**

PSY 206 – Abnormal Psychology (3)

Prerequisite: PSY 101. Scientific view of abnormal behavior and mental illness covers historical overview, unscientific attitudes and legends; emergence of science; movements; classifications; origins of behavior; personality; defensive reactions; psychoneuroses; functional and organic psychosis; addiction; mental deficiency; psychosis of the aged; criminal psychosis; diagnostic procedures and types of therapy. Also examines modern mental hospitals and clinics and discusses professional disciplines. **(GE03), (SOCS)**

PSY 210 – Psy. of Intimate Relationships (3)

Prerequisite: PSY 101. This course will focus on scientific theory and research involving close relationships. Topics include interaction in various types of relationships, physical and psychological attraction, self-disclosure and presentation, balance and equity in relationships, love and attachment, sexuality, communication and conflict. The initiation of a relationship to the time of dissolution is covered.

PSY 212 – Develop Psych: Life Span (3)

Prerequisite: PSY 101. Introduction to the foundations of human development across the life span. Developmental processes and issues characterizing various stages of aging are studied, with attention to the interrelationships of the various stages and intergenerational issues. **(GE03), (SOCS)**

PSY 213 – Psy: Sport & Motivation (3)

Prerequisite: PSY 101. Examines sport psychology and motivation, goal-setting, group dynamics. Characteristics of successful athletes, coaching and counseling young athletes, motivational theories, team development, attribution theories, female athletes, building athletes' self-esteem. Focuses on the perspective of coaches and counselors in educational and community settings.

PSY 215 – Child Psychology (3)

Prerequisite: PSY 101. Examines human growth and development from conception to puberty. Students are exposed to a scientific perspective

regarding theory and research in the areas of physical, cognitive and psychosocial development. Topics include childbirth, language development, child abuse and parenting styles. **(GE03), (SOCS)**

PSY 216 – Adolescent Psychology (3)

Prerequisite: PSY 101. Examines the growth and behavior of the adolescent and young adult. Studies the effect of physical and environmental changes on the individual, physical, social, emotional, and personal growth and development. Considers individual differences, applications of development and the effect of rapidly changing times. **(GE03), (SOCS)**

PSY 217 – Intro Child Exceptionalities (3)

Prerequisite: PSY 101. Focusing on working with children in an educational setting, course introduces students to the various exceptionalities, characteristics of children with exceptionalities, federal and state laws, educational implications, and strategies for working effectively with families and other professionals. Off-campus observations may be required with students providing their own transportation. **(GE03), (SOCS)**

PSY 220 – Psy Alcohol, Drug Use & Abuse (3)

Prerequisite or concurrent enrollment: PSY 101. Introductory orientation to the psychology of human behavior related to substance use, abuse, and dependence; aims and methods of psychological investigation; the impact of alcohol and drug use on the individual, family, and community. A review of alcohol, prescription medications, over-the-counter medications, and illegal substances is examined and discussed.

PSY 221 – Assessment, Eval & Treatment (3)

Prerequisites: PSY 101 and PSY 220. Orientation to assessment, evaluation, and developing treatment plans for the addicted client as in cases of substance use, abuse, and dependence. It explores the assessment of alcohol and drug use on the individual, family, and community. It studies the aims and methods of treatment utilization specifically designed towards the addicted client.

PSY 222 – Research Methods in Psychology (3)

Prerequisite: PSY 101. This course is an introduction to the logic and methods used in psychological research. More specifically, this course will provide a supervised experience in the application of such research methods as surveys, simple experiments and more complex multi-variable experiments. Students will explore the development of research questions, the selection of the appropriate methodological approach in psychological research, and the interpretation of data and results. This course will also focus on exposing students to library research in psychology and the writing of research reports that adhere to Publication Manual of the American Psychological Association (APA). **(GE03), (SOCS)**

PSY 223 – Intro to Biological Psychology (3)

Prerequisite: PSY 101. This course is an introduction to the interaction between our biology and everything we do, think, and feel. More specifically, it is a survey of the theories and research pertaining to the scientific study of anatomy, physiology, and pharmacology of behavior and mental processes. It will focus primarily on the structures and functions of the nervous system and explore how the nervous system affects such phenomena as development, sensation & perception, movement, sleeping, eating, sexual behavior, learning & memory, language, thoughts, emotions, and psychiatric disorders. It will also consider the relationship between the body and mind, and how and why brain activity gives rise to your unique conscious experience. **(GE03), (SOCS)**

PSY 224 – Psychology of Social Justice (3)

This course discusses topics and events that have happened within the past year. It is important for all to be informed about the happenings of modern day and how they have had an impact on society. This course also examines the changes in history of oppressed cultures. Within this course, students will learn about the oppressions and create visions and strategies for change. Students will learn about tolerance and diversity of all people. **(DVRS)**

PSY 225 – Cognitive Psychology (3)

Prerequisite: PSY 101. Cognitive psychology is the study of what we know, how we know it, and how that knowledge is acquired, organized, accessed, and used. This course will survey the following: a historical perspective on the field of studying cognition; the research methods of contemporary cognitive psychology; attention; perception; memory; the structure of knowledge; individual differences in intelligence; our understanding of language; reasoning; problem-solving; and cognitive neuroscience. While the main purpose of this course is to introduce you to the scientific study of the mind, you will also begin to understand the central role that cognition plays in our everyday lives.

PSY 291 – Special Topics in Psychology (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Psychology.

PSY 292 – Special Topic in Psychology (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Psychology.

PSY 293 – Special Topics in Psychology (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Psychology.

PSY 294 – Special Topics in Psychology (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Psychology.

SOMA (School of Media Arts)

SOMA 100 – Foundations in the Humanities (1)

This course is designed to introduce students to the study and practice of the humanities, arts and media. Through readings, guest speakers, journals, and collaborative class and group activities students will learn strategies for success in college-level learning in the humanities, arts and media as well as success in careers and future academic endeavors.

SOMA 291 – Special Topics Media/Arts (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in School of Media and the Arts.

SOMA 292 – Special Topics Media/Arts (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in School of Media and the Arts.

SOMA 293 – Special Topics Media/Arts (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in School of Media and the Arts.

SOMA 294 – Special Topics Media/Arts (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in School of Media and the Arts.

Science

SCI 111 – STEM Orientation Seminar (1)

This course is an introduction to college resources and STEM fields to assist new students with success in STEM degree programs. Online learning, academic success strategies, career opportunities in STEM, degree programs, extracurricular programs, and financial aid will be discussed in the course.

SCI 200 – Science for Socia Just Seminar (3)

This course is designed to present the scientific, institutional, historical, and contemporary contexts of perpetuated biases against vulnerable populations within STEM (Science, Technology, Engineering, Mathematics). The purpose of this course is to acquaint STEM students with issues of diversity, equality, social justice, and inclusion, identify actionable items to address social justice issues, and to fulfill their current educational and future goals. In this

course, mutual respect and sensitivity are essential to creating a learning environment conducive to open dialogue. **(DVRS)**

Sociology

SOC 101 – Introductory Sociology (3)

Introduces sociology as a science concerned with relationships, institutions, organizations, and the physical environment. Outlines the major theories as a basis for sociological perspectives on social issues. Covers the origins of sociology as a science, diverse patterns of social organization from a global perspective, the nature and substance of cultural systems and social institutions, and sociological perspectives in analyzing trends in human society. **(DVRS), (GE03), (SOCS)**

SOC 102 – Contemporary Social Issues (3)

Prerequisite: SOC 101. An in-depth examination of selected social problems, their nature, causes, extent and their effect upon society. Includes theoretical explanations, significant research studies and evaluations of various techniques of control.

SOC 104 – Marriage & Family (3)

Prerequisite: SOC 101. Presents a sociological analysis of the family and its forms and functions in a variety of cultural settings. It provides students with a sociological framework for viewing one of the major social institutions of society in a global context – its origins, structure, functions, and the many challenges it faces in the 21st century.

SOC 105 – Deviant Behavior (3)

Prerequisite: SOC 101. Sociological approach to the nature and substance of deviant behavior. Examines the body of sociological theory dealing with the causes, distribution, and societal reaction to deviant behavior.

SOC 110 – Race & Ethnicity (3)

Prerequisite: One of the following courses: SOC 101, ANTH 101, HIST 101, 102, 103, 104, 105 or PSY 101. Provides an overview of the social and ethnic diversity of the United States. Delves into the cultures of various racial and ethnic American minorities and deals with theories of prejudice, discrimination and inter-group relations. Discusses techniques for eliminating these problems. **(DVRS), (GE03), (SOCS)**

SOC 120 – Sociology of Sport and Leisure (3)

Recommended background: SOC 101. The study of sport and leisure in society is concerned with how sport influences, and in turn, is influenced by, institutions (education, politics, religion, science, economics, mass media). Sport has been described as a microcosm of our society values—

competition, materialism, bureaucracy, power (Coakley, 1986; Eitzen and Sage, 1982). The pervasiveness of sport as an institution is the academic focus of the course.

SOC 203 – Selected Topics:Sub Abuse (3)

Prerequisite: SOC 101 or PSY 101. Studies contemporary issues and problems through readings, discussion, role-playing, experiential work. Topics cover addictive/compulsive behaviors, medical and religious models of addiction; learning theory and addiction; addiction to alcohol, legal and illegal drugs, love, sex, food, cigarettes, coffee, shopping, soap operas, gambling; workaholic syndrome; cleaning compulsion; hypochondria; weight problems including bulimia and anorexia; family patterns in addiction; children of addictive/maladjusted families; other addictions/compulsive behaviors as viewed in public and therapy.

SOC 220 – Criminology (3)

Recommended background: CJ 111 or SOC 101. Studies the causes of crime and detection and treatment methods. Also covers the historical approach and modern methods.

SOC 255 – Impact of Social Media/Network (3)

This course will introduce the theory of social networking, the study and analysis of diverse social networks, as well as cover the impact of social networks on individuals and on the local and global environment. Course will incorporate blogs, Facebook, YouTube, Second Life, Word Press, Meetup.com and other associated platforms. The social implications that will emerge as society continues to move forward with these technologies will range from the most positive to the challenging. The course will cover these implications. Cross-listed as TELC 255.

SOC 291 – Special Topics in Sociology (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Sociology.

SOC 292 – Special Topics in Sociology (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Sociology.

SOC 293 – Special Topics in Sociology (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Sociology.

SOC 294 – Special Topics in Sociology (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Sociology.

Spanish

SPAN 101 – Elementary Spanish I (4)

This course introduces the student to the fundamentals of Spanish, developing the four language skills: listening, speaking, reading, and writing. Audio-lingual practice is emphasized. This is the recommended course for beginning students who need to meet a foreign language requirement for degree or career goals. **(GE09), (WLNG)**

SPAN 102 – Elementary Spanish II (4)

This course is a continuation of Spanish 101. Fundamentals of Spanish grammar and the development of the four language skills, listening, speaking, reading and writing, will progress. Audio-lingual practice will continue to be emphasized. Prerequisite: SPAN 101 **(GE09), (WLNG)**

SPAN 110 – Accelerated Spanish (6)

This is an accelerated course in which SPAN 101 and SPAN 102 are combined into one semester (6 credits). This course is designed for students who wish to move at a faster pace than is permitted by the SPAN 101 and SPAN 102 courses, or for those who have taken one or more years of Spanish previously and wish to review and practice basic Spanish at a quickened pace. The focus is on the fundamentals of Spanish grammar as well as the communicative skills of listening comprehension, speaking, reading and writing. This course is an online course. Via the resources provided, students will enhance their knowledge of Spanish grammar and culture while improving communication skills throughout the semester. No prerequisite. **(GE09), (WLNG)**

SPAN 111 – Spanish Conversation I (3)

Level I: no prerequisite. Level II presupposes basic knowledge of Spanish Develops proficiency in speaking and understanding basic Spanish. Videocassettes and slides are used to familiarize students with everyday life in the Hispanic world. Practice with tapes is encouraged. No previous knowledge of Spanish is required for SPAN 111. **(GE09), (WLNG)**

SPAN 112 – Spanish Conversation II (3)

Level I: no prerequisite. Level II presupposes basic knowledge of Spanish Develops proficiency in speaking and understanding basic Spanish. Videocassettes and slides are used to familiarize students with everyday life in the Hispanic world. Practice with tapes is encouraged. No previous knowledge of Spanish is required for SPAN 111. **(GE09), (WLNG)**

SPAN 121 – Spanish for Public Safety Off. (3)

Thorough verbal and written practice of Spanish vocabulary pertaining to the Criminal Justice field. Vocabulary pertains to basic information, arrest,

booking, DUI, Vehicle Search, Miranda Rights, etc. Cultural issues as they pertain to certain field situations are discussed.

SPAN 131 – Spanish for Healthcare Prof. (3)

Extensive verbal and written practice of Spanish vocabulary pertaining to the Health Care Field. Spanish will be practiced through the use of visual aids, textbook exercises, as well as verbal and written conversations with attention to cultural issues as they pertain to the health care field.

SPAN 150 – Spanish for the Professions (3)

Spanish for the Professions provides immediate access to functional verbal and written Spanish language skills as well as cultural awareness for non-Spanish speaking persons when interacting with Spanish speaking persons in a professional setting. As students enrolled in a specific degree, diploma or certificate program, they will use their knowledge of Spanish in fields such as health, business, public safety, social services, as well as restaurant and hotel management to comprehend the situation at hand and respond appropriately. The course is designed for those either studying their future profession or currently working who wish to eliminate barriers to understanding and communication so that they may work as effectively and efficiently as possible while interacting with Spanish speaking persons on the job. The focus of the vocabulary presented will vary as the specific needs of the students vary. **(GE09), (WLNG)**

SPAN 165 – Travel Study: Costa Rica (3)

Prerequisite: two semesters of college Spanish, or high school Regents Spanish. Students will spend nine days traveling through Costa Rica experiencing the local culture, cuisine, and language of the country. The students will be practicing their Spanish in reallife situations and expanding their understanding and use of the language. Regional expressions will be introduced and discussed daily. Local Spanishspeaking guide will be accompanying the group to explain all areas in Spanish to increase oral comprehension.

SPAN 201 – Intermediate Spanish I (3)

This intermediate course is designed for the student who has completed basic Spanish studies. It will improve the student's ability to listen, speak, read and write Spanish. The course will include a continuation of grammar study, communicative oral language practice, and Hispanic culture study through videos and readings. Prerequisite: Spanish 102 or three years of high school Spanish. Three class hours weekly. **(GE09), (WLNG)**

SPAN 202 – Intermediate Spanish II (3)

This course will continue the intermediate-level study begun in Spanish 201. It will continue the study of grammar, promote communicative oral language, and will further the study of Hispanic culture through videos and readings. Prerequisite: Spanish 201. Three class hours weekly. **(GE09), (WLNG)**

SPAN 210 – Accelerated Intermediate Span (6)

This is an accelerated course in which Spanish 201 and Spanish 202 are combined into one semester (6 credits). This course is designed for students who wish to move at a faster pace than permitted by the Spanish 201 and Spanish 202 courses. A strong focus is placed on Spanish grammar and improving the communication skills of listening comprehension, speaking, reading and writing. Using the resources provided, students will enhance their knowledge of Spanish grammar and culture while improving communication skills throughout the semester. Prerequisite: Spanish 102 or three years of high school Spanish. No prerequisite is required for native Spanish speakers.

SPAN 220 – Spanish Literature (3)

Prerequisite: two semesters of college Spanish, or three years of high school Spanish. In this course, students will be introduced to Spanish literature from both Spain and Latin America. Students will be reading and interpreting short literature pieces from famous Spanish authors in the target language, while also being introduced to cultural issues and differences in the Spanish-Speaking world. **(GE09), (WLNG)**

SPAN 230 – Spanish Grammar (3)

Prerequisite: two semesters of college Spanish, or three years of high school Spanish, Three class hours weekly. This course provides a comprehensive review of Spanish grammar with attention given to advanced concepts and structures that are not covered in the lower-level courses. Also included is the development of writing skills through the application of grammar concepts in composition. The format of the course and the text will enable students to use and further develop the language skills acquired in earlier courses while studying the more complex aspects of the language. **(GE09), (WLNG)**

SPAN 291 – Special Topics in Spanish (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Spanish.

SPAN 292 – Special Topics in Spanish (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Spanish.

SPAN 293 – Special Topics in Spanish (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Spanish.

SPAN 294 – Special Topics in Spanish (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Spanish.

Student Development Courses

SD 101 – Career & Life Planning (3)

Provides a systematic method for making career and life style decisions. Presents a structured method for practicing effective decision-making skills, clarifying one's values and learning job-hunting techniques. Examines other topics that influence life and career choices such as goal setting, stress management and communication styles. Individuals develop personal strategies for short- and long-term educational and career planning.

SD 102 – College Success (1)

Extended orientation to college, recommended for the first freshman semester. Addresses academic success through topics such as getting organized, reading for learning, test-taking skills, faculty expectations, careers and choosing a major, library research, college services, extracurricular activities, personal growth.

SD 201 – Service and Leadership (1)

As an introduction to service and leadership, this course will involve students in field experiences in community agencies to help them reflect on the meanings of community, service and leadership. Recognizing civic responsibilities and the value of volunteerism as related to community development, students will examine and explore leadership theory and techniques as demonstrated by community members. (Students must provide own transportation to off-campus locations.)

Telecommunications

TELC 102 – Introduction Telecommunication (3)

Introduces the practices and business aspects of American telecommunications industries. Explores the history, structure, organization, and function of telecommunications.

TELC 104 – Audio Video Prod Tech I (3)

Focuses on basic audio and video production techniques. Students attend two weekly lectures dealing with how telecommunications equipment works, with emphasis on the proper operations of video and audio devices. One two-hour lab per week provides the opportunity to practice the techniques explained in lectures. The actual operation of audio and video production equipment begins the first week of class. Material discussed is divided equally between audio and video topics.

TELC 105 – Video Editing (4)

An introduction to the basic techniques of video editing. The courses includes instruction on capturing and ingesting video from a variety of

acquisition formats; basic video editing techniques; video compression; and preparing video for a variety of deliverable formats, using professional video editing programs.

TELC 106 – Radio & Television Announcing (3)

Prerequisite: TELC 104. Develops the techniques involved in non-dramatic performance in the broadcast industry. Includes the mechanics of voice, diction and vocal presentation with emphasis on message design and communicating ideas. Students complete a variety of exercises for presentation in the radio and television media.

TELC 114 – Lighting (3)

Lectures and labs teach the theories and methods of lighting for television, film, and theatre production. Basic design as well as instrument selection and application, control systems, electricity, circuiting and color theory will be covered. Required for radio and television majors.

TELC 140 – Analysis Broadcast Equip Sys (3)

Recommended background: TELC 104 or ELEC 101. Lecture and laboratory course teaches how various components within radio, television and cable facilities form a working system. Emphasis on proper interface of equipment, equipment compatibility, and changes and substitutions which may be made during equipment failures.

TELC 165 – Broadcast: British Experience (3)

Travel-study course offers a comprehensive view of the broadcasting industry in Great Britain. Examines the major differences between the British and American broadcasting systems, as well as the impact of American programming and technology in Britain. Includes visits to broadcast facilities and lectures by professionals in the British broadcasting industry.

TELC 170 – Web Design Media Professionals (3)

Introduction to techniques and processes of content creation in interactive and digital media formats. Covers the use of CDs, DVDs and websites by broadcast, cable, satellite and internet delivery providers.

TELC 176 – Video Game Design (3)

This course introduces the student to the development and design of video games. Students will design and develop basic video games. Students will learn to prepare a game plan in developing their games and create game environments such as action games, maze games and multi-player games. Students will learn to use sprites, objects, events and actions and sounds in game development. They will also learn game mechanics, interactivity controls, level design, game variable adjustments, game behaviors, creating computer-based opponents and methods for making games challenging to prospective players. Students will be introduced to software used to create

original game resources such as objects, sounds and visual elements. Finally students will be able to post their completed games online to share with others.

TELC 178 – Digital Animation (3)

This course introduces the student to 3-D computer generated graphic animation. The students will use animation software to develop skills in animation art and technique. Students will explore software interface and develop skills for working in three dimensions, with mesh modeling and multi-resolution sculpting. Students will learn to use materials, textures, texture mapping and unwrapping techniques. They will learn the basic concepts of animation and animating characters and objects. Instruction will include lighting objects in the 3 dimensional workspace. Finally students will learn the procedure for rendering their projects for use in other media and game creation applications.

TELC 180 – Video Field Production (3)

Prerequisite: TELC 104. An introductory course in video field production. Students will learn the aesthetics and techniques of single camera on-location video recording and postproduction editing. Includes practice in planning location shoots, operating camcorders, location lighting and audio, and video editing. Students will produce single-camera video projects individually and in groups.

TELC 190 – Scriptwriting for Film/TV (3)

Introduces the student to the process of writing scripts for film and television. The stages of script development will be explored. Emphasis will be placed on dramatic structure, character development, plot structure and dialogue.

TELC 192 – Script Analysis & Production (3)

Prerequisite: TELC 104. Introduces the student to the analysis and development of scripts from written form into actual video and film productions. Each student will take an idea for a short narrative film through the stages of concept, script, and finished production and produce a short narrative production.

TELC 195 – Adv Video Editing (1)

This course provides in-depth experience in the operation of specific video editing software and hardware technologies.

TELC 204 – Journalism Practicum (3)

Extensive experience in the operation of a college newspaper. Students participate in editorial, design, advertising, and circulation activities. Requires a minimum of six hours per week of practical activity and two class hours per week. Also requires research into a specific area of newspaper operations.

TELC 205 – Practicum Radio Operations (3)

Prerequisite: TELC 104. Provides extensive experience in radio operations. Students may participate in on-air operations, public service production, or news gathering and presentation. Requires at least 10 hours per week of practical activity and one 1-1/2 hour class period for each student for 10 weeks. Also requires research into a specific area of radio management, operations or engineering.

TELC 206 – Practicum:Radio Oper. Mngmnt (3)

Prerequisite: TELC 205. Extensive experience including all phases of operations management and decisionmaking for all activities at the student radio station. Includes FCC legal and technical compliance, selection and training of staff, music format, selection policy, news, station promotion, traffic, and continuity. Requires at least 10 hours per week of practical activity and one 1-1/2 hour class period for 10 weeks, and research into a specific area of radio management. Enrollment limited to student managers of the college's radio station.

TELC 212 – Broadcast Journalism (3)

Prerequisite: TELC 104. Students will learn the fundamental principles and skills of producing local television newscasts including news judgment and story selection, information gathering, writing and editing copy, working with video and other visuals, preparation of news in various formats including packages, formatting news programs and basic studio production techniques.

TELC 215 – Sports Production (3)

An introductory course in the theory and practice of television sports production. The course will provide students practical production experience in live sporting events. Students will experience a variety of production roles from producer and director to camera operator, graphics, and audio. Recommended Background: TELC 104.

TELC 220 – Advanced Audio Production (3)

Prerequisite: TELC 104. Provides an advanced understanding of audio equipment in the field and in the recording studio. Topical areas include sound reinforcement, recording studio techniques and acoustic analysis.

TELC 221 – Audio Editing (4)

Audio Editing is a lab course that introduces, through practical hands-on experience, the equipment and procedures used in multitrack recording and computer audio programs such as Pro Tools and Adobe Audition. Topics include waveform editing, MIDI editing, playback options, trimming, fades, and automation.

TELC 227 – Live Sound 1 (3)

This course provides students with an understanding of live sound reinforcement. Acoustical, technical and musical topics regarding professional sound reinforcement will be covered.

TELC 228 – Live Sound 2 (3)

Prerequisite: TELC 227. This course focuses on live sound for music performance, sporting arenas, and theater settings. Students will gain advanced skills in acoustical, technical and musical topics regarding professional sound reinforcement for the above mentioned.

TELC 229 – Concert and Event Design (3)

This is a practical course that emphasizes the design, process, and operations of sound systems for a variety of sound venues and events. The design and application of sound reinforcement and sound systems in different types of and sizes of venues will be examined. System design and operation for concerts, theatrical productions, and sports events will be covered.

TELC 230 – Music/Multi-track Recording (4)

Prerequisite: TELC 104. Co-requisite: TELC 220. An advanced course in sound recording. Instruction in the methodology of both live and multi-track recording, including acoustics, microphones, recording devices, mixing consoles, loudspeakers, and software. Emphasis on multi-track recording technology including overdubbing, remixing and signal processing. Also studies basic industry practices.

TELC 231 – Advanced Recording Techniques (4)

Prerequisite: TELC 230. An advanced course in multi-track recording technology and recording industry practices. Topics include business aspects of the recording industry; studio operations and maintenance, current practices and anticipated future developments. Covers an in-depth study of overdubbing, remixing and album production through the production of recorded material. Students plan, develop and produce all aspects of a professional quality recording production.

TELC 238 – Immersive Audio I (3)

This course provides students with an understanding of basic immersive audio techniques. In this course students will work in stereo and multi-channel mixing formats. Topical areas include binaural audio, spatial sound, and multichannel audio formats.

TELC 239 – Immersive Audio II (3)

Prerequisite: TELC 238. This course expands on topics studied in Immersive Audio I. In this course students will study advanced topics that include; height channel perception, object based audio, wave filed synthesis, and extended multi-channel techniques.

TELC 240 – Sound Design (3)

This course is designed to develop students' understanding of the relationship of audio production to a variety of visual media including film, television, video, multimedia and gaming. Emphasis will be placed on the design of sound tracks for visual and the recording of dialogue, music beds, and sound effects. Each student will produce several projects under the supervision of the instructor.

TELC 245 – Radio Prod. and Programming (3)

Introduces students to production techniques and programming practices in radio broadcasting and audio streaming. The course includes the study of radio and streaming formats. Participation in the college's radio station is required.

TELC 248 – Podcasting (3)

An introduction to the design and production of audio podcasts. Students will design and create podcasts using audio hardware and software. Distribution and analysis of podcasts will also be covered.

TELC 255 – Impact of Social Media/Network (3)

This course will introduce the theory of social networking, the study and analysis of diverse social networks, as well as cover the impact of social networks on individuals and on the local and global environment. This course will incorporate blogs, Facebook, YouTube, Second Life, Word Press, Meetup.com and other associated platforms. The social implications that will emerge as society continues to move forward with these technologies will range from the most positive to the challenging.

TELC 260 – Broadcast Systems Maintenance (3)

Recommended background: TELC 140. Provides instruction in the maintenance of radio and television broadcast equipment. Emphasis on procedures common in daily routine preventive maintenance.

TELC 270 – RF Transmission Systems (3)

Recommended background: MATH 104 and ELEC 102. Provides instruction in the operation and maintenance of RF Transmission Systems. Studies radio and TV broadcasting systems, microwave, satellite and cable systems for video, audio, voice and data. Includes visits to various types of transmission facilities.

TELC 275 – Internship:Radio & TV (3)

Prerequisite: TELC 104 and 207. Intensive individual study and field experience in a telecommunications area of choice to obtain in-service training at a broadcasting facility. Requires a minimum of eight hours weekly at internship site and one weekly class meeting for a progress report.

Requires periodic written reports and a journal of on-site activities. May be taken only during the final semester.

TELC 280 – Video/Film Business Practicum (3)

Prerequisite: TELC 104. This course introduces students to the practice of managing an independent production company. Students gain experience in program origination, program development, production, legal issues, copyright regulations, marketing and distribution. Participation, under the supervision of faculty and staff, in the college's student production company, C3 Studios, is required.

TELC 282 – Music Business Practicum (3)

Prerequisite: TELC 104. This course introduces students to the practice of managing a record company. Students gain experience in A&R, legal issues, copyright regulations, recording, publishing, marketing and distribution. Participation, under the supervision of faculty and staff, in the college's student record company, Cayuga Records, is required.

TELC 291 – Special Topics in Telecomm. (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Telecommunications.

TELC 292 – Special Topics in Telecomm. (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Telecommunications.

TELC 293 – Special Topics in Telecomm. (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Telecommunications.

TELC 294 – Special Topics in Telecomm. (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Telecommunications.

Theatre Arts

THA 101 – Introduction to Theatre (3)

In this lecture course, students will explore the components that make up the world of theatre. Class discussions cover far ranging topics such as audience development, acting, directing, designing, history and the business of show business; what it takes to create a show, whether on Broadway or in Auburn, NY. Students will learn that there is more to theatre than what is seen up on the stage. No acting is required for this class. **(ARTS), (GE08)**

THA 110 – Theatre Practicum (1)

Prerequisite: THA 113 or 152, or concurrent enrollment. Theatre production is not a subject that can be learned passively. Students in this course will be actively involved in the creation and operation of a live theatre performance. Participation may include, but is not limited to: publicity, acting, directing, scenery construction and painting, costuming, lighting, audio, running crews and stage management. May be repeated for a maximum of 4 credits

THA 113 – Introduction Technical Theatre (3)

Lecture and hands-on course develops awareness and appreciation as it explores scenic construction and painting, lighting, costuming, make-up, properties, stage management, show run crews and safety practices. Note: Course requires hours outside of class for the preparation of a live theatre piece. **(ARTS), (GE08)**

THA 152 – Basic Acting (3)

Treating Acting as an avocation rather than a profession, this course introduces some of the physical, mental and vocal techniques used by actors. Students become aware of the image they present. Class participation is required through improvisational exercises, scene work and character studies, with an emphasis on process rather than performance. **(ARTS), (GE08)**

THA 165 – Selected Topics:London Theatre (3)

Participants will spend their time in London attending and discussing a variety of plays presented by the National Theatre, West End theatres, and experimental companies of the Fringe. When possible, seminars discussing productions will include guests from these companies. Backstage tours, Museum visits and opportunities to explore the vibrant Arts community of London are included in the itinerary. Also integral to the experience is a day trip to Stonehenge and Bath as well market visits to Camden Lock and Covent Garden.

THA 210 – Creating A Character (3)

Prerequisite: THA 152. The course builds on the introductory material learned in Basic Acting. It concentrates on the skills used by modern actors to develop a realistic character portrayal. The techniques of the great acting teachers of the 20th century will be explored. This studio course requires acting in class.

THA 291 – Special Topics in Theatre Arts (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Theatre Arts.

THA 292 – Special Topics in Theatre Arts (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Theatre Arts.

THA 293 – Special Topics in Theatre Arts (3)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Theatre Arts.

THA 294 – Special Topics in Theatre Arts (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Theatre Arts.

Wine Studies

WS 291 – Special Topics in Wine Studies (1)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Wine Studies.

WS 292 – Special Topics in Wine Studies (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Wine Studies.

WS 293 – Special Topics in Wine Studies (2)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Wine Studies.

WS 294 – Special Topics in Wine Studies (4)

An introductory or more advanced exploration of subjects not covered or only partially covered by other courses in Wine Studies.

Elective Course Disciplines

Certain programs of study include elective courses in various academic categories. Course disciplines within these categories are as follows, along with their corresponding prefixes:

Elective Course Disciplines

BEHAVIORAL SCIENCES

- Anthropology (ANTH)
- Behavioral Sciences (BEH)
- Psychology (PSY)
- Sociology (SOC)

SOCIAL SCIENCES

- American Sign Language (ASL) *

- Economics (ECON)

- Geography (GEOG)

- History (HIST)

- Political Science (PSCI)

- Geographic Information Systems (GIS) 110, 111, and 205 may be applied as Social Sciences electives

* American Sign Language is approved for SUNY General Education as meeting all students' World Languages General Education category.

SCIENCE AND MATHEMATICS

- Biology (BIOL)

- Chemistry (CHEM)

- Electronics (ELEC)

- Geology (GEOL)

- Mathematics (MATH)

- Physics (PHYS)

- Science (SCI)

- Engineering (ENGR) 201, 202, and 210 may be applied as Mathematics electives

- Geographic Information Systems (GIS) 101 may be applied as a Science elective

COMMUNICATIONS

- Communications (COMM)

ENGLISH

- English (ENGL)

HUMANITIES

- Art (ART)

- World Languages *

  - French (FREN)

  - Italian (ITAL)

  - Spanish (SPAN)

- Music (MUSI)

- Philosophy (PHIL)

- Theatre Arts (THA)

* For information about American Sign Language, see Social Sciences above.

LIBERAL ARTS

- Includes all disciplines above, as well as the Honors (HON) seminar, Interdisciplinary Studies (INT), and SOMA (SOMA).

OTHER ELECTIVE DISCIPLINES

Certain courses in other disciplines may apply as electives in specific degree programs. Prefixes for these may include BUS, CJ, CS, CULA, DRFT, ECH, EDU, ENGR, ENTR, GIS, HLTH, INT, LIB, MMT, NURS, OTA, PE, SD, TELC. See degree program pages for details.

These disciplines and all Liberal Arts elective categories may also be used to fulfill non-specific electives in any degree program.

Academic Calendar 2025-2026

Be sure to check our other Dates and Deadlines page for more important dates to remember throughout this semester.

- Fall 2025
- Intersession 2026
- Spring 2026
- Summer 2026

Fall 2025

Month	Date	Day	Event
August	21	Thurs	Orientation – Fulton
August	22	Fri	Orientation – Auburn
August	25	Mon	Classes Begin for 15 week and first half (7.5 week)
August	27	Wed	Last Day to Add Classes for first half (7.5 week)
August	31	Sun	Last Day to Add Classes (15 week)
August	31	Sun	Last Day to Drop Classes (with 75% refund of tuition and fees for 15 week classes)
August	31	Sun	Last Day to Drop Classes (with 25% refund of tuition and fees for first half classes)
September	1	Mon	Labor Day – No Classes
September	7	Sun	Last Day to Drop Classes (with 50% refund of tuition and fees for 15 week classes)
September	14	Sun	Last Day to Drop Classes (with 25% refund of tuition and fees for 15 week classes)
September	18	Thurs	Midterm Grades Due for first half classes
September	24	Wed	Last Day for Course Withdrawal for first half (7.5 week)
September	29	Mon	Ten (10) Week classes begin
October	1	Wed	Last Day to Add Classes (10 week)
October	5	Sun	Last Day to Drop Classes (with 50% refund of tuition and fees for 10 week classes)
October	12	Sun	Last Day to Drop Classes (with 25% refund of tuition and fees for 10 week classes)
October	13	Mon	Fall Recess – No Classes
October	14	Tues	Assessment Day – No Classes
October	14	Tues	First half semester classes end (7.5 week)
October	15	Wed	Second Half Semester Classes Begin (7.5 week)

October	16	Thurs	Midterm Grades Due (15 week)
October	17	Fri	Last Day to Add Classes for second half (7.5 week)
October	21	Tues	Last Day to Drop Classes (with 25% refund of tuition and fees for second half classes)
October	24	Fri	Last Day to Withdraw (15 week)
November	3-7	Mon-Fri	Advisement and Current Student Registration for Spring
November	6	Thurs	Midterm Grades Due (10 week)
November	9	Sun	Last Day for Course Withdrawal (10 week)
November	10-14	Mon-Fri	Advisement and Current Student Registration for Spring
November	13	Thurs	Midterm Grades Due for second half classes
November	14	Fri	Last Day to Withdraw for second half (7.5 week)
November	17	Mon	Open Registration Begins for Spring
November	26-30	Wed-Sun	Thanksgiving Break (No Classes) Offices close at noon Wednesday
December	5	Fri	Classes End (15 week, 10 week, and second half)
December	8-12	Mon-Fri	Final Exams (evening class exams given during regular class time)

Academic calendar for Fall 2025 day, evening and online classes

Intersession 2026

Month	Date	Day	Event
January	2	Fri	Classes Begin
January	2	Fri	Last Day to Add Classes
January	8	Thurs	Last Day to Drop Classes with 25% Refund
January	9	Fri	Last Day for Course Withdrawal
January	16	Fri	Classes End – Final Exams

Academic calendar for Intersession 2026

Spring 2026

Month	Date	Day	Event
January	15	Thur	Orientation (Fulton)
January	16	Fri	Orientation (Auburn)
January	20	Tues	Classes Begin (15 week and first half)

January	22	Thur	Last Day to Add Classes for first half (7.5 Week)
January	26	Mon	Last Day to Add Classes (15 week) Last Day to Drop Classes with 75% Refund (15 week) Last Day to Drop Classes with 25% Refund (first half)
February	2	Mon	Last Day to Drop Classes with 50% Refund (15 week)
February	9	Mon	Last Day to Drop Classes with 25% Refund (15 week)
February	12	Thur	Midterm Grades Due for first half classes
February	16	Mon	Ten (10) Week Classes Begin
February	18	Wed	Last Day to Withdraw classes for first half (7.5 Week) Last Day to Add Classes (10 week)
February	19-22	Thur-Sun	Winter Break – No Classes
February	22	Sun	Last Day to Drop Classes with 50% Refund (10 week)
March	1	Sun	Last Day to Drop Classes with 25% Refund (10 week)
March	11	Wed	Program and Professional Development Day – No Classes First Half Semester Classes End (7.5 week)
March	12	Thur	Midterm Grades Due (full semester)
March	16	Mon	Second Half Semester Classes Begin (7.5 week)
March	18	Wed	Last Day to Add Classes for second half (7.5 week)
March	22	Sun	Last Day to Drop Classes with 25% Refund (second half)
March	23	Mon	Last Day to Withdraw (15 week)
March	26	Thur	Midterm Grades Due (10 week)
March	March 26-April 5	Thur-Sun	Spring Break – No Classes
March	29	Sun	Last day for course withdrawal (10 week)
April	6-10	Mon-Fri	Advisement and Current Student Registration for Fall
April	8	Wed	Midterm Grades Due for second half classes
April	13-17	Mon-Fri	Advisement and Current Student Registration for Fall
April	16	Thur	Last Day to Withdraw for second half (7.5 week)
April	20	Mon	Open Registration Begins for Fall
May	8	Fri	Classes End (10 week) Classes End (15 week) Classes End (second half)
May	11-15	Mon-Fri	Final Exams (evening class exams are given during regular class time)
May	13	Wed	Commencement

Academic calendar for Spring 2026

Summer 2026

Month	Date	Day	Event
May	27	Wed	Ten (10) Week Classes Begin First Five (5) Week Classes Begin
May	29	Fri	Last Day to Add Classes (10 week) Last Day to Add Classes (first 5 week)
June	2	Tue	Last Day to Drop Classes with 50% Refund (10 week) Last Day to Drop Classes with 25% Refund (first 5 week)
June	9	Tue	Last day to Drop Classes with 25% Refund (10 week)
June	16	Tue	Last Day for Course Withdrawal (first 5 week)
June	19	Thurs	Juneteenth Observed – No Classes
June	30	Tues	First Five (5) Week Classes End
July	1 & 2	Wed & Thurs	Final Exams for Classes (first 5 week)
July	3	Fri	Fourth of July Observed – No Classes
July	6	Mon	Second Five (5) Week Classes Begin
July	7	Tue	Last Day for Course Withdraw (10 week)
July	8	Wed	Last Day to Add Classes (second 5 week)
July	12	Sun	Last Day to Drop Classes with 25% Refund (second 5 week)
July	27	Mon	Last Day for Course Withdrawal (second 5 week)
August	4	Tue	Last Day for Classes (10 week)
August	5-6	Wed-Thurs	Final Exams for Classes (10 week)
August	11	Tue	Last Day for Classes (second 5 week)
August	12-13	Wed-Thurs	Final Exams for Classes (second 5 week)

Academic Standards and Policies

In this section:

Academic Honors

Academic honors in college refer to achievements or recognitions based on scholastic performance, participation in academic-related clubs, or involvement in research or intellectual competitions. These honors highlight exceptional accomplishments and encourage sound scholarship.

President's List

Full-time matriculated students who achieve a 3.8 or higher grade point average for an academic term will merit the distinction of being on the President's List. Recognition is given to those who qualify at the end of each semester, and the designation "President's List" will appear on your grade report.

Part-time matriculated students who have completed at least 12 credits at Cayuga and accumulated 6 or more credits with a 3.8 or higher grade point average during the completed semester will be named to the Part-Time Student President's List. This honor will show on your grade report.

NOTE: Developmental courses do not carry credit. They carry equivalent credits, calculated as full-time status for attendance and financial aid eligibility. A student registered for one or more developmental courses might not qualify for the President's List.

Dean's List

Full-time matriculated students who achieve a 3.250-3.499 grade point average for an academic term will merit the distinction of being on the Dean's List. Recognition is given to those who qualify at the end of each semester, and the designation "Dean's List" will appear on your grade report.

Part-time matriculated students who have completed at least 12 credits at Cayuga and accumulated 6 or more credits with a 3.250-3.499 grade point average during the semester just completed will be named to the Part-Time Student Dean's List. This honor will show on your grade report.

Note: Developmental courses bear no credit. A developmental course carries equivalent credits which are calculated into full-time status for purposes of attendance and financial aid eligibility. A student registered for one or more developmental courses might not qualify for the Dean's List.

Provost's List

Full-time matriculated students who achieve a 3.500-3.799 grade point average for an academic term will merit the distinction of being on the Provost's List.

Recognition is given to those who qualify at the end of each semester, and the designation "Provost's List" will appear on your grade report. Part-time matriculated students who have completed at least 12 credits at Cayuga and accumulated 6 or more credits with a 3.500-3.799 grade point average during the semester just completed will be named to the Part-Time Student Provost's List. This honor will show on your grade report.

NOTE: Developmental courses do not carry credit. They carry equivalent credits, which are calculated as full-time status for attendance and financial aid eligibility. A student registered for one or more developmental courses might not qualify for the Provost's List.

Phi Theta Kappa (PTK)

Phi Theta Kappa (PTK), the International Honor Society of Two-Year Colleges, recognizes the high scholastic achievement of Cayuga students.

Membership eligibility is based upon a cumulative GPA of 3.5 and community service. Invitations are extended to students each semester, and an induction ceremony is held each spring.

Graduation Honors

The following honors are based on your grade point average:

Summa cum Laude	3.800
Magna cum Laude	3.500
Cum Laude	3.250

NOTE: Spring semester grade calculation is not reflected in the cumulative grade point average used to determine academic honors in the commencement program.

Academic Progress

Academic Dismissal

A cumulative average of 2.0 (C) is one of the requirements for the associate degree or certificate. Your progress toward this goal is reviewed when you have attempted 6 or more credits and are matriculated; subsequent reviews occur at the end of each succeeding grading period. If you are within the following grade-point criteria, you will be dismissed from the College:

Total Actual or Equivalent:

6-11	Less than .75
12-15	Less than 1.00
16-30	Less than 1.50
31-45	Less than 1.70
46 or more	Less than 1.90

ACADEMIC WARNING: Matriculated students who meet the criteria above in their first semester will not be academically dismissed but will be placed on academic warning. You will be required to meet with an Academic Coach in the Centers for Student Engagement and Academic Advisement to create an academic plan for the semester.

NOTE: The College maintains eligibility rules for members of athletic teams and holders of major offices in various clubs. You are classified as a second-year student if all entrance deficiencies have been removed, all freshman requirements have been passed, and at least 28 credits have been earned.

You can only enroll in a course if all prerequisites have been satisfied.

Academic Probation

Matriculated students will be placed on academic probation and limited to a 12-15 credit load if the following criteria apply:

12-15	At least 1.00 and less than 1.50
16-30	At least 1.50 and less than 1.70
31-45	At least 1.70 and less than 1.90
46 or more	At least 1.90 and less than 2.00

Academic Reinstatement

If you have been academically dismissed from the College, you may file a written appeal for reinstatement. Reinstatement applications are available in the Centers for Student Engagement and Academic Advisement and the academic and student affairs office. Appeals should include any extenuating circumstances hindering your academic progress. Contact counselors in the Centers for Student Engagement and Academic Advisement if needed for further information or assistance. You will be notified by letter of the decision rendered by the committee.

Academic Transcripts

Unofficial transcripts may be requested through your myCayuga account.

See Transcript Requests for more information.

Change of Major

Contact the Centers for Student Engagement and Academic Advisement if you wish to change your major or request advisement.

Grading System

Final grades are calculated at the end of the semester. Using your myCayuga ID and password, you may view your grades online through myCayuga.

A, A *	4.0
A−, A− *	3.7
B+, B+ *	3.3
B, B *	3.0
B−, B− *	2.7
C+,C+ *	2.3
C, C *	2.0

C−, C− *	1.7
D+, D+ *	1.3
D, D *	1.0
D−, D− *	0.7
F, F *	0.0

All remedial courses have a grade with an asterisk (*). All remedial courses count in a student's attempted, passed credits and GPA. They do not count in earned credits.

The following are not calculated in the index:

INC	Incomplete (details follow)
W	Withdrawal from a course without a grade
R	Repeated D or F grade
IR	Illegal repeated grade
AU	Audit
S	Satisfactory-completed through Prior Learning Assessment (PLA)

Incomplete Grade

An **Incomplete** is a temporary grade given when a student cannot complete a small part of the course requirements or cannot take the final examination due to illness or other justifiable circumstances. Students requesting an Incomplete must contact their instructor with a valid reason for not completing all requirements and must agree to the terms and conditions set by the instructor to complete the course.

NOTE: If a student receives an incomplete grade at the end of the semester, it will not be possible to change that grade to a **W**.

All coursework must be completed by the 20% mark of the following 15-week semester; otherwise, the incomplete will be changed to **F**, or the default grade provided by the instructor. In rare cases, for specific courses where appropriate (for example, internships not offered at the beginning of a semester), an additional extension may be given until the end of the following 15-week semester upon the instructor's approval. Please note that an F grade may result in academic probation or academic dismissal.

Fall semester	20% mark of the Spring semester
Spring semester	20% mark of the Fall semester
Intersession	20% mark of the Spring semester
Summer session	20% mark of the Fall semester

Students are advised to consult the Financial Services Office if they seek an incomplete, as it may have implications for financial aid.

Midterm Grades

If your instructors choose to report D and F grades at midterm, you will be notified via your College email. This grade is for guidance purposes only and is not entered on your permanent record.

Multiple Degrees

If you are interested in receiving more than one degree, you must meet with a Student Engagement Representative to complete a multiple-degree contract. No second or third degree is granted without an approved contract in the Registrar's Office. Not all multiple-degree combinations are allowed, so contact the Centers for Student Engagement and Academic Advisement as early as possible.

NOTE: A certificate will not be awarded if you have completed degree requirements in the same field.

Non-Credit Course Grades

Grades for the following non-credit courses are calculated in a student's grade point average (GPA).

- ENGL 049
- ENGL 097
- ENGL 098
- MATH 070
- MATH 099

Repeating a Course

Repeated courses will count as Credits Attempted regardless of the reason for repeating or the grade received.

A course may be repeated, but credit will be granted only for the most recent attempt. The most recent grade will be used to compute the grade point average (GPA) unless the student has already been awarded a degree or certificate. If a repeated course was part of the degree or certificate program, the original attempt and grade will be included in the GPA.

Repeating a course that a student previously passed may affect a student's eligibility for financial aid. For state aid purposes, if a student repeats a previously passed course, that course cannot be included as part of the student's enrollment status. For federal aid purposes, a student may repeat a previously passed course only once for that course to be included as part of the student's enrollment status.

The right to repeat courses in specific programs, such as (but not limited to) Nursing, is not automatic. You must complete a course successfully to be allowed to continue in that curriculum. Contact the relevant department or division for more information concerning program requirements.

Attendance Policy

Attendance Policy for Fully and Partially Synchronous Courses (On-Campus, Online Synchronous, and Hybrid Courses)

Students in fully and partially synchronous courses are expected to attend each scheduled meeting of their registered courses since experience demonstrates that regular attendance enhances academic success. Instructors may include class participation as one component of student evaluation and grading. As a result, lack of attendance may influence a student's ability to do well, where presence and participation are highly valued by the instructor. Therefore, it is the student's responsibility to understand and adhere to all policies relating to attendance and consequences for non-attendance listed in their instructor's course syllabus.

Attendance Policy for Online Asynchronous Courses

Attendance in an online course is defined as an active post or submission within the course, which includes discussions, written assignments, and tests. This standard will determine all attendance issues, including but not limited to reports of never having attended, reports of the last date of attendance, and a final grade of F in the course due to lack of attendance.

Attendance Exemptions Related to Disabilities

Federal law (ADA and Section 504) requires colleges and universities to consider reasonable modifications to attendance policies to accommodate a student's disability that impacts attendance. The Office of Accessibility Resources determines eligibility for a disability-related modification to the attendance policy on a case-by-case basis. Reasonable attendance modifications are determined through a conversation with the instructor, student, and Accessibility Specialist. Students with questions about how their disability may impact course attendance should contact the Office of Accessibility Resources.

Attendance Exemptions Due to Religious Beliefs

If you are unable to attend classes on certain days because of religious beliefs, the following policy (Section 224-a of the Education Law as amended) applies:

- You shall not be expelled from or refused admission to an institution of higher education because you cannot attend classes or participate in any examination, study, or work requirements on a particular day or days because of your religious beliefs.

- If you are unable, because of your religious beliefs, to attend classes on a particular day or days, you shall be excused from any examination, study, or work requirements because of such absence on the particular day or days.

- It shall be the responsibility of the faculty and the administrative officials of each institution of higher education to make available to students who are absent from school because of their religious beliefs an equivalent opportunity to make up any examination, study, or work requirements that they 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 such an equivalent opportunity available to the said student.

- If classes, examinations, study, or work requirements are held on Friday after 4:00 p.m. 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 for these classes, examinations, study, or work requirements held on other days.

- In effectuating the provisions of this section, it shall be the duty of the faculty and 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 you because you avail yourself of this section's provisions.

- If you are aggrieved by the alleged failure of any faculty or administrative official to comply in good faith with the provisions of this section, you 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 your rights under this section.

- 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 the board of higher education of the City of New York or any community college.

Auditing Courses

The intention to register for an audit or change from credit status to audit status must be submitted to the Registrar's Office by the 10th class day of a 15-week course. Credit is not granted for audited courses.

To audit a course, the following guidelines apply:

- Students who wish to audit a course after late registration must have the instructor's permission.

- There are no requirements for audit other than attendance.

- Students must pay regular tuition for an audit.

- On a space-available basis, senior citizens (age 60 or older) with valid identification may audit credit courses at no tuition charge; specific fees may apply.

Cancellation of Classes

If the enrollment in any course is insufficient, the course may be canceled at the discretion of the Provost & Vice President for Academic Affairs.

> **See also:** Current Class Cancellations

Classroom Visits

Cayuga students other than those registered for a scheduled classroom course are permitted to visit that classroom under the following conditions:

- With the instructor's approval, a Cayuga student registered in another course section may attend the alternative section for up to three class meetings. Attending more than three class meetings will require the written approval of the instructor and the appropriate Division Chair.

- Attending one class meeting is allowed with the instructor's approval for a registered Cayuga student not enrolled in a particular classroom course. However, any additional visits will require the written approval of the instructor and appropriate Division Chair.

Course Withdrawal Policy

Students may withdraw from a course up until the 60% mark of the course and receive a **"W"** on their transcript. The student must initiate the withdrawal by completing a Schedule Adjustment Form available in the Registrar's Office or the college website.

The form must be returned before the close of business on the date of the 60% mark of the course. Please refer to the College Calendar for the specific date of the last day for students to initiate a withdrawal from a course for each term.

Cross Registration

SUNY's cross-registration policy primarily intends to resolve scheduling conflicts for required courses that would delay timely program completion. Cross-registration allows students to complete requirements when a course or courses are unavailable at their Home Campus by providing a process to take required courses at other SUNY campuses.

The student is responsible for:

1. Applying for and obtaining approval from the Home and Host Campuses before cross-registering

2. Submitting a certificate of residency for billing purposes

3. Meeting prerequisite requirements for registration

4. Notifying the Home Campus of any enrollment changes at the Host Campus

5. Paying special course fees and voluntary usage fees

For eligible students to receive the benefits of the cross-registration process, both the Home and Host Campuses must approve a student's request to cross-register before cross-registration. The institutions should determine before starting the Home Campus's academic term whenever possible.

If students do not obtain the required approvals for cross-registration from both the Home and Host Campuses before cross-registering, the Home Campus has the authority to approve or deny, on a case-by-case basis, the transfer of courses taken via cross-registration at other SUNY campuses, including General Education and Transfer Path courses in the major.

Definition of Full-Time Status

Refer to the following for the definition of Full-Time Status:

- **Fall, Spring, or Summer:** Full-time status is defined as 12 or more credit hours of study per semester. Permission from the division chair is required to exceed 19 credit hours per semester.

- **January Intersession:** Permission to exceed 6 credit hours is required from the division chair.

A credit hour is equivalent to 750 minutes of instruction. A laboratory credit hour is equivalent to 1,500 to 2,250 minutes of instruction.

Documented Late Course Withdrawal Policy

Once the **60% mark of the semester** has passed, a student's ability to withdraw from a course becomes significantly more stringent. At this point, withdrawal is only permissible if, in the course instructor's discernment, the student has a serious, documented reason for doing so.

The student must have a serious reason to seek course withdrawal after the 60% mark of the course (such as illness or death in the family). They should discuss course withdrawal with the course instructor. The student must provide the course instructor documentation in the form of a Documented Late Course Withdrawal Form, available from the Registrar's Office or the college website, along with supporting documentation, such as a health care provider's verification of student illness (physical or psychological) or of major illness of an immediate family member; copy of obituary, listing relationship of deceased to student; letter from student's employer; or written statement explaining extenuating circumstances for review. This form and documentation must be submitted to the course instructor for review. If, in the instructor's judgment, the student's request for late withdrawal is valid, the instructor may issue the student a **"W"** for the course at their discretion. The faculty instructor will submit the Documented Late Course Withdrawal Form and the appropriate documentation to the Registrar's Office by the close of business on the last day of class, where it will be kept on file.

Refer to the College Calendar for the specific date of each term's last day of classes.

It's important to note that late withdrawals can have significant implications on both students' financial aid and the institution's finances. Therefore, late withdrawals should be cautiously approached and limited to genuine cases. Students are strongly advised to consult with the Financial Services Office before considering a course withdrawal, as such a decision may compromise their financial aid.

Dropping and Adding Courses

Students may drop and add courses through their myCayuga account until the day before a class begins.

If you want to add or drop a course after the course has started, you must do so through the Registrar's Office or by contacting Student Engagement. Students can adjust their schedule during the drop and add period without receiving a withdrawal **(W)** on their academic record.

Refer to the Academic Calendar for detailed registration deadlines.

Felony Conviction

A prior felony conviction may hinder a student's ability to enroll in a course, complete the requirements of certain academic programs, and meet the licensure criteria required by certain professions.

FERPA Policy

The purpose of the Family Educational Rights and Privacy Act (FERPA) is to afford certain rights to students concerning their educational records. The primary rights afforded are the right to inspect and review the academic records, the right to seek to have the records amended, and the right to have some control over the disclosure of information from the records.

View Cayuga's FERPA policy here.

To obtain a FERPA release form, visit the Registrar's Office here.

Grievance Policies and Procedures

Cayuga Community College's policy is to protect the rights and freedoms of students and other campus community members. The College has created internal policies and procedures to address student and consumer complaints and grievances. Policies exist for academic and consumer discrimination and sexual harassment complaints.

Policies and grievance forms are available in designated offices and on the College website: https://www.cayuga-cc.edu/academics/policies/grievance.

Academic Grievance

If a student has an academic complaint or believes that he or she has been harmed by an inequitable or inappropriate implementation of the College's academic regulations and procedures, the academic grievance procedure shall be followed.

Students are encouraged to discuss academic concerns with their instructor first. If not satisfied with the outcome of these discussions, the student may appeal the decision to the instructor's division chair or immediate supervisor. While the policy allows for informal and formal complaint procedures, it's important to note that there are time limits designated in the policy. By seeking assistance in resolving an academic conflict as quickly as possible, you can take an active role in your academic journey, feeling empowered and proactive.

Consumer Complaint

The College has adopted an internal grievance procedure for the equitable resolution of complaints that do not relate to any other internal grievance procedure. The Consumer Complaint Procedure does not include academic complaints (Academic Grievance Procedure), or related to any form of discrimination as defined in the Discrimination Grievance Procedure, or related to sexual harassment, as defined in the Sexual Harassment Policy, or any other complaint for which the College has established a more specific complaint or grievance process. The Consumer Complaint Procedure and submission form are available in the Office of Human Resources, the Centers for Student Engagement and Academic Advisement on the Auburn campus, and the Fulton campus's campus administration office.

Discrimination Grievance

The College has adopted an internal grievance procedure providing for prompt, equitable, and confidential resolution of complaints alleging discrimination based on age, color, disability, national origin, race, religious creed, gender, sexual orientation, or veteran status. Complaints emerging from the Auburn campus, Fulton campus, or any other operation of the College should be addressed either to the affirmative action officer for employees (Director of Human Resources) or to the affirmative action officer for students (VP of Student Affairs and Chief Diversity Officer). The discrimination grievance policy and submission form are available in the Office of Human Resources in the Academic and Student Affairs Office on the Auburn campus and the Fulton campus administration office.

Individual / Independent Study

Under special circumstances, completing a course through individual or independent study is possible. Details are available from division chairs.

Lateness and Leaving Class Early

If a student is late for class or leaves before the class is over, or if a student leaves class and returns during the class, the instructor may consider that student absent at their discretion. Students are required to wait a minimum of ten minutes before leaving a class if an instructor is not present at the beginning of a class period unless instructed otherwise.

Late Registration

Students may change their schedules during the drop/add late registration period. However, missed classes that occurred before the student added the course may, at the instructor's discretion, count as absences in the student's attendance record for that course.

Plagiarism Policy

Withdrawal Resulting in a Grade of "F".

An instructor may assign a failing grade in cases of plagiarism or academic dishonesty, which preempts a student's right to withdraw from the course.

In plagiarism or academic dishonesty cases, an instructor may apply a failing grade, which preempts a student's right to withdraw from the course. To apply the failing grade, the instructor should have indicated the potential consequence of plagiarism or academic dishonesty in the course outline, specified what is acceptable and not acceptable with respect to artificial intelligence, defined or given examples of the same in the course outline, and ensured distribution of the course outline to all students in the class. There must be solid evidence of the alleged plagiarism or academic dishonesty if a failing grade is to be assigned under these circumstances. Under these circumstances, the decision to assign a failing grade must be made in consultation with the appropriate division chair. Students may challenge such a grade only through the academic grievance process.

Professional Licensure Disclosures Policy

Federal regulation requires institutions of higher education to make a determination whether a Title IV eligible academic program that leads to professional licensure or certification meets the educational requirements for licensure/certification in the U.S. State where the institution is located and the U.S. States where "distance education" students are located at the time of initial enrollment in the program, as well as U.S. States where the program is advertised as meeting such requirements, and if applicable, the U.S. State where students attest they intend to be licensed/certified. The Associate in Applied Science in Nursing program at Cayuga Community College is registered

by the New York State Education Department and thus meets the educational requirements for licensure/certification for New York State.

Most of the courses required for Cayuga's Nursing degree are offered on campus and at local clinical sites, and are not offered through distance education. Yet the cognate courses required for the Nursing degree (e.g., English 101, Psychology 101) are typically offered through distance learning as well as on campus. While Cayuga does not advertise its Nursing program in states other than New York, residents of other states do access program information electronically from Cayuga and/or SUNY and sometimes enroll in Cayuga courses.

Having made a good faith effort, and for the purpose of complying with the federal regulation, we have been unable to identify a U.S. State with educational requirements for licensure/certification that could not be met by Cayuga's Nursing degree. Accordingly, our good faith belief is that our Nursing program meets the educational requirements for licensure/certification in all 50 U.S. States; however, it is important to note that Cayuga Community College is not the licensure/certification authority in these U.S. States and cannot assess whether an individual candidate will be issued a license/certificate in these U.S. States and instead it is incumbent on each individual candidate to contact the licensure/certification authority in the applicable U.S. State for any further guidance on the requirements for licensure/certification requirements and application processes.

Rules and Regulations

As an enrolled Cayuga student, you must follow College rules and regulations and all local, state, and federal laws. Incidents of misconduct and violations of the Student Code of Conduct are reported to the Director of the Centers for Student Engagement and Academic Advisement, convener of the Faculty/Student Judicial Review Committee. If you are found in violation, you may be subject to disciplinary action ranging from admonition to expulsion.

Sexual Violence Victim/Survivor Bill of Rights

ALL STUDENTS HAVE THE RIGHT TO:

- Make a report to local law enforcement and state police;

- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;

- Decide whether or not to disclose a crime or violation and participate in the judicial or conduct process and criminal justice process free from pressure from the institution;

- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;

- Be treated with dignity and receive from the institution courteous, fair, and respectful health care and counseling services, where available;
  Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed or should have acted differently to avoid such crimes or violations;

- Describe the incident to as few institutional representatives as practicable and not be required to repeat a description of the incident unnecessarily;

- Be free from retaliation by the institution, the accused and the respondent, and their friends, family, and acquaintances within the jurisdiction of the institution;

- Access to at least one level of appeal of a determination;

- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused, or respondent throughout the judicial or conduct process, including during all meetings and hearings related to such process;

- Exercise civil rights and practice of religion without interference by the College's investigative, criminal justice, or judicial or conduct process.

Contact Information

Lindsey Suppes
Director of Human Resources, Title IX Coordinator
lsuppes1@cayuga-cc.edu
315-294-8556

Campus Safety

The Office of Public Safety is responsible for the campus community's safety and the enforcement of federal, state, and local laws, including College rules and regulations. It works closely with other local, County, State, and Federal agencies.

The Director of Public Safety is the College's designated Campus Safety Survey Administrator and provides all campus crime statistics as required by the United States Department of Education.

The Annual Security Report, which includes campus safety information and annual crime statistics, is available on our website. For a hard copy, contact the Office of Public Safety.

OPTIONS IN BRIEF:

Victims/survivors have many options that can be pursued simultaneously, including one or more of the following:

- Receive resources, such as counseling and medical attention;

- Confidentially or anonymously disclose a crime or violation (for detailed information on confidentiality and privacy, visit Options for Confidentially Disclosing Sexual Violence).

- **Make a report** to an employee with the authority to address complaints, including the Title IX Coordinator, a Student Conduct employee, or a Human Resources employee;

    - Office of Public Safety;

    - Local law enforcement; and

    - Family Court or Civil Court.

Student's Bill of Rights

The State University of New York and Cayuga Community College are committed to providing options, support, and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and stalking to ensure that they can continue to participate in College-wide and campus programs, activities, and employment. All victims or survivors of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the following rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad.

The Campus Sex Crime Prevention Act of 2000

The Campus Sex Crime Prevention Act of 2000 and New York's **"Megan's Law"** require the state's Division of Criminal Justice Services to inform college campuses when a registered sex offender is enrolled or employed.

Any college community member may request information about registered sex offenders by contacting Doug Kinney, Director of Public Safety, at 315-294-8411 or doug.kinney@cayuga-cc.edu.

Student Code of Conduct and Student Handbook

Student conduct procedures, the student code of conduct, and a complete list of possible sanctions are detailed in the student handbook. Additionally, a separate handbook (Right to Know) relating to Cayuga's drug and alcohol policy, prevention of sexual harassment, and campus safety and crime statistics is distributed annually to each student.

Besides being familiar with the Student Code of Conduct, each student should be aware of the following rules:

1. According to New York State law, firearms are prohibited on campus or in any College building. Also, any instrument to be used as a weapon and explosives of any kind are not permitted on campus.

2. The use, distribution, or possession of illegal substances is not permitted on campus. Such use, distribution, or possession violates college regulations and is subject to action by the College.

3. The use, possession, and distribution of alcoholic beverages are prohibited in any locations operated by Cayuga Community College for employees, students, and visitors, except for an occasion expressly sponsored by the President's Office. The policy regarding such events is available in the Student Handbook.

4. Cayuga Community College is a tobacco-free campus. Tobacco use of any kind is prohibited anywhere on campus or on College property.

The College may initiate disciplinary proceedings for off-campus incidents involving violations of the Student Code of Conduct when the violation is committed while participating in a College-sanctioned or sponsored activity; the violation adversely affects the College's educational or service function, or the violation adversely affects the individual's suitability as a member of the College community.

In determining whether or not to exercise off-campus jurisdiction in such cases, the Director of the Centers for Student Engagement and Academic Advisement will consider the seriousness of the alleged offense, the risk of harm involved, and whether the off-campus conduct is part of a series of actions which occurred both on and off campus.

Transcript Notation Policy

A student found responsible and suspended or expelled after a conduct process for violations that constitute a crime of violence will have the following notation added to their transcript:

- Suspended (or expelled) after a finding of responsibility for a code of conduct violation

- A student who withdraws while conduct charges constituting a crime of violence are pending will have the following notation added to their transcript: **Withdrew with conduct charges pending**

- Suspended students may appeal the inclusion of the transcript notation one year after it is applied at which time the notation may, in the sole discretion of the College, be removed. Transcript notations for expelled students are permanent. If a finding of responsibility is vacated, the transcript notation shall be removed.

> See the Student Code of Conduct and Student Handbook for the appropriate appeal process.

Waitlist

Students can be added to a course waitlist if the section is full. Students are notified if a seat becomes available via their college email (or private email if a college email hasn't been assigned yet) and have twenty-four hours to register for the course. After the twenty-four-hour period, the student is removed from the waitlist, and the next student on the waitlist is notified of the availability. The waitlist process expires the day a course begins, and students should work with their advisors during the drop/add period if they cannot complete their schedule of classes.

Withdrawal from the College

A student wishing to withdraw from the college must complete an Official Withdrawal Form, which is available at the Centers for Student Engagement and Academic Advisement. The completed form must be returned to the Centers for Student Engagement and Academic Advisement or the Financial Services Office.

If this procedure isn't followed, your withdrawal will not be official, and you will not qualify for a refund if the withdrawal date is during the refund period for that particular semester. A withdrawal after the refund period ends will result in a **"W"** grade for each course you were enrolled in.

Curriculum Information

In this section:

- General Education Requirements

- General Education Student Learning Outcomes

- Gainful Employment

- Advisory Committees

- Mathematics Flowchart

General Education Requirements

General Education Requirements in the SUNY system provide a well-rounded education by ensuring students complete courses across various disciplines, including humanities, social sciences, natural sciences, mathematics, and the arts. These courses develop essential critical thinking, communication, and quantitative reasoning skills while promoting cultural and global awareness. Designed for easy transferability within the SUNY system, these requirements support academic flexibility and equip students with a broad knowledge base and essential skills for personal and professional growth.

- Requirements Effective through Summer 2023

- Requirements for Incoming Students Effective Fall 2023

- Requirements for Incoming Students Effective Fall 2024

Requirements Effective through Summer 2023

FOR A.A. AND A.S. DEGREES

SUNY General Education requirements promote broad intellectual, cultural, and social development integrated with the specific goals of individual degree programs. Your curriculum at Cayuga Community College will address SUNY's requirements for competencies in critical thinking and information management. To fulfill SUNY General Education requirements for an A.A. or AS degree at Cayuga, you must complete 30 credits of General Education courses in at least 7 of the 10 categories. Refer to the program description to find the specific categories needed to meet the requirements of a particular degree program.

The SUNY General Education requirements do not apply to A.A.S. degree programs. However, if you are in any A.A.S. program and plan to transfer to a SUNY school, we strongly recommend that you fulfill as much of the SUNY General Education requirements as possible. Be sure to discuss this with your advisor.

REQUIRED BY ALL:

Basic Communication (BC)	
ENGL 101	Freshman English I
ENGL 104	Advanced Expository Writing

REQUIRED BY ALL:

Mathematics (M)	
MATH 102	Intermediate Algebra
MATH 104	College Algebra and Trigonometry
MATH 106	Precalculus
MATH 108	Calculus I
MATH 112	Contemporary Math
MATH 115	Concepts of Elementary Math I
MATH 116	Concepts of Elementary Math II (two-course unit)
MATH 121	Fundamentals of Statistics Using Technology
MATH 201	Calculus II
MATH 202	Calculus III
MATH 203	Linear Algebra
MATH 204	Differential Equations
MATH 210	Math/Data Structures
MATH 212	Discrete Mathematics
MATH 214	Statistics

REQUIRED BY ALL:

Humanities (H)	
COMM 101	Introduction to Mass Media
COMM 201	Media and Society
ENGL 102	Freshman English II
ENGL 165	Literary London
ENGL 230	The Bible as Literature
ENGL 231	Comics as Literature
ENGL 237	Film and Literature

ENGL 240	Mythology
ENGL 247	Native American Myth, Legend, and Literature
ENGL 255	Science Fiction and Fantasy

REQUIRED BY ALL – CHOOSE AMERICAN HISTORY OR WESTERN CIVILIZATION:

American History (AH)	
HIST 103	Pre History and Early American History
HIST 104	19th Century American History
HIST 105	America in the 20th and 21st Centuries
HIST 228	Reform Movements in the United States
Western Civilization (WC) Gen Ed Req 5	
ENGL 205	English Literature to the 19th Century
ENGL 206	English Literature 19th Century to Present
ENGL 230	The Bible as Literature
HIST 101	Western Civilization I
HIST 102	Western Civilization II

REQUIRED BY ALL:

Natural Sciences (NS)	
BIOL 100	Human Biology
BIOL 101	Essentials of Biology
BIOL 103	General Biology I
BIOL 104	General Biology II
BIOL 110	Introduction to Kinesiology
BIOL 203	Anatomy and Physiology I
BIOL 204	Anatomy and Physiology II
BIOL 207	Human Genetics
BIOL 208	Introduction to Environmental Science
BIOL 209	Nutrition
BIOL 211	Genetics
BIOL 214	Cell and Molecular Biology
BIOL 216	General Microbiology

BIOL 217	Aquatic Science
BIOL 218	Emerging Infectious Diseases and Bioterrorism
BIOL 219	Introduction to Cancer Biology
BIOL 223	General Ecology
BIOL 225	Botany
BIOL 226	Zoology
BIOL 227	Animal Behavior
CHEM 101	Introduction to Chemistry
CHEM 103	General Chemistry I
CHEM 104	General Chemistry II
CHEM 207	Organic Chemistry I
CHEM 208	Organic Chemistry II
GEOL 101	Earth Science
GEOL 110	Physical Geology
GEOL 111	Historical Geology
GIS 101	Foundations of GIS
PHYS 103	General Physics I
PHYS 104	General Physics II
PHYS 200	Physics I Mechanics
PHYS 201	Physics II Electricity and Magnetism
PHYS 202	Physics III Modern Physics

REQUIRED BY ALL:

Social Sciences (SS)	
ANTH 101	Introduction to Anthropology
COMM 130	Human Communication
COMM 201	Media and Society
ECON 201	Introduction to Economics I
ECON 202	Introduction to Economics II
ENGL 130	Human Communication
GEOG 101	World Geography
GIS 110	Human Geography

GIS 111	Introduction to GIS
GIS 205	Introduction to Vector GIS
PSY 101	Introductory Psychology
PSY 203	Social Psychology
PSY 205	Psychology of Personality
PSY 206	Abnormal Psychology
PSY 212	Developmental Psychology: Life Span
PSY 215	Child Psychology
PSY 216	Adolescent Psychology
PSY 217	Introduction to Children with Exceptionalities
PSY 222	Research Methods in Psychology
PSY 223	Introduction to Biological Psychology
PSCI 102	American Government
SOC 101	Introductory Sociology
SOC 110	Race and Ethnicity

REQUIRED BY ALL – CHOOSE ONE COURSE, EITHER FROM OTHER WORLD CIVILIZATIONS OR FROM THE ARTS:

Other World Civilizations (OW)	
ART 101	Art History – Ancient to Gothic
ART102	Art History – Renaissance to Modern
ART 139	Art of Diverse Cultures
ENGL 201	World Literature I
ENGL 202	World Literature II
ENGL 240	Mythology
ENGL 247	Native American Myth, Legend, and Literature
ENGL 250	Folklore
HIST 111	World Civilizations I
HIST 112	World Civilizations II
INT 239	Interdisciplinary Study in Native American Culture and Education
PHIL 203	World Religions
PSCI 214	Comparative Legal Traditions
The Arts (AR)	

ART 101	Art History – Ancient to Gothic
ART 102	Art History – Renaissance to Modern
ART 103	Essentials of Art
ART 104	Painting Studio I
ART 106	Expressive Drawing I
ART 112	Two-Dimensional Design
ART 113	Three-Dimensional Design
ART 131	Introduction to Ceramics
ART 160	Life Drawing
ART 215	Computer Graphics/Illustrator
ART 231	Ceramic Sculpture
ART 250	Introduction to Photography and Darkroom Techniques
ART 252	Photoshop
ART 255	Screen Printing
ART 260	Printmaking Workshop
COMM 103	Moving Image
COMM 110	Media Literacy
COMM 150	Photography: Digital Imaging, Visual Communication
COMM 207	Video Production I
COMM 208	Video Production II
ENGL 211	Creative Writing
MUSI 100	College Chorus
MUSI 101	Music Appreciation
MUSI 102	Jazz
MUSI 104	Music Essentials
MUSI 111	Rock
MUSI 112	Music in Performance
MUSI 117	Rock Ensemble
MUSI 120	World Rhythm Ensemble
MUSI 121	World Music
MUSI 154	Piano I

MUSI 158	Guitar
MUSI 200	Applied Music Lessons
THA 101	Introduction to Theatre
THA 113	Introduction to Technical Theatre (Stagecraft)
THA 152	Basic Acting

OPTIONAL:

Foreign Language (FL)	
ASL 101 *	American Sign Language I
ASL 102 *	American Sign Language II
FREN 101	Elementary French I
FREN 102	Elementary French II
FREN 103	Intermediate French I
FREN 104	Intermediate French II
SPAN 101	Elementary Spanish I
SPAN 102	Elementary Spanish II
SPAN 110	Accelerated Spanish
SPAN 111	Conversational Spanish I
SPAN 112	Conversational Spanish II
SPAN 150	Spanish for the Professions
SPAN 201	Intermediate Spanish I
SPAN 202	Intermediate Spanish II
SPAN 220	Spanish Literature
SPAN 230	Spanish Grammar

* American Sign Language is approved for SUNY General Education as meeting Foreign Language General Education category for all students.

To discuss a waiver of General Education requirements, contact the **Office of Academic Programs** at 315-294-8660.

Requirements for Incoming Students Effective Fall 2023

FOR A.A. AND A.S. DEGREES

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Communication: Written and Oral (COMW/COMO)	Required by all
ENGL 101	Freshman English I
ENGL 104	Advanced Expository Writing

Communication: Oral only (COMO)	Required by all
ENGL 221	Effective Speech: Public Address
ENGL 222	Effective Speech: Group Discussion

ECON 201 Introduction to Economics I

Diversity: Equity, Inclusion, and Social Justice (DVRS)	Required by all
ART 139	Art of Diverse Cultures
BUS 205	Business Law I
COMM 201	Media and Society
ENGL 104	Advanced Expository Writing
ENGL 203	American Literature to the Late 19th Century
ENGL 204	American Literature Late 19th to Present
ENGL 219	Creative Nonfiction
ENGL 237	Film and Literature
ENGL 247	Native American Myth, Legend, and Literature
HS 101	Introduction to Human Services
MUSI 121	World Music
PSY 224	Social Justice
SCI 200	Science for Social Justice Seminar
SOC 101	Introductory Sociology
SOC 110	Race & Ethnicity

Mathematics and Quantitative Reasoning (MATH)	Required by all
MATH 102	Intermediate Algebra
MATH 104	College Algebra and Trigonometry
MATH 106	Precalculus
MATH 108	Calculus I
MATH 112	Contemporary Math

MATH 114	Applied Mathematics for Technologists
MATH 115	Concepts of Elementary Math I
MATH 116	Concepts of Elementary Math II
MATH 121	Fundamentals of Statistics Using Technology
MATH 201	Calculus II
MATH 202	Calculus III
MATH 203	Linear Algebra
MATH 204	Differential Equations
MATH 210	Math/Data Structures
MATH 212	Discrete Mathematics
MATH 214	Statistics

Natural Sciences and Scientific Reasoning (NSCI)	Required by all
BIOL 100	Human Biology
BIOL 101	Essentials of Biology
BIOL 103	General Biology I
BIOL 104	General Biology II
BIOL 110	Introduction to Kinesiology
BIOL 165	Tropical Marine Biology I
BIOL 180	Introduction to Viticulture and Enology
BIOL 185	Biology in England: The Double Helix Exposed
BIOL 203	Anatomy and Physiology I
BIOL 204	Anatomy and Physiology II
BIOL 207	Human Genetics
BIOL 208	Introduction to Environmental Science
BIOL 209	Nutrition
BIOL 211	Genetics
BIOL 214	Cell and Molecular Biology
BIOL 216	General Microbiology
BIOL 217	Water Resources Management
BIOL 218	Emerging Infectious Diseases and Bioterrorism

BIOL 219	Introduction to Cancer Biology
BIOL 223	General Ecology
BIOL 225	Botany
BIOL 226	Zoology
BIOL 227	Animal Behavior
CHEM 101	Introduction to Chemistry
CHEM 103	General Chemistry I
CHEM 104	General Chemistry II
CHEM 207	Organic Chemistry I
CHEM 208	Organic Chemistry II
GEOL 101	Earth Science
GEOL 110	Physical Geology
GEOL 111	Historical Geology
GEOL 121	Meteorology
GIS 101	Foundations of GIS
PHYS 103	General Physics I
PHYS 104	General Physics II
PHYS 200	Physics I Mechanics
PHYS 201	Physics II Electricity and Magnetism
PHYS 202	Physics III Modern Physics

Humanities (HUMN)	
COMM 101	Introduction to Mass Media
COMM 201	Media and Society
ENGL 102	Freshman English II
ENGL 231	Comics as Literature
ENGL 237	Film and Literature
ENGL 240	Mythology
ENGL 247	Native American Myth, Legend, and Literature
ENGL 250	Folklore
ENGL 255	Science Fiction and Fantasy

Social Sciences (SOCS)

ANTH 101	Introduction to Anthropology
COMM 130	Human Communication
COMM 201	Media and Society
ECON 102	Personal Finance
ECON 201	Introduction to Economics I
ECON 202	Introduction to Economics II
ENGL 130	Human Communication
GEOG 101	World Geography
GIS 111	Introduction to GIS
GIS 205	Introduction to Vector GIS
PSY 101	Introductory Psychology
PSY 203	Social Psychology
PSY 205	Psychology of Personality
PSY 206	Abnormal Psychology
PSY 212	Developmental Psychology: Life Span
PSY 215	Child Psychology
PSY 222	Research Methods in Psychology
PSY 223	Introduction to Biological Psychology
SOC 101	Introductory Sociology
SOC 110	Race & Ethnicity

The Arts (ARTS)

ART 101	Art History - Ancient to Gothic
ART 102	Art History - Renaissance to Modern
ART 103	Essentials of Art
ART 104	Painting Studio I
ART 106	Expressive Drawing I
ART 112	Two-Dimensional Design
ART 113	Three-Dimensional Design
ART 131	Introduction to Ceramics

ART 139	Art of Diverse Cultures
ART 160	Life Drawing
ART 215	Computer Graphics/Illustrator
ART 231	Ceramic Sculpture
ART 250	Introduction to Photography and Darkroom Techniques
ART 252	Photoshop
ART 255	Screen Printing
ART 260	Printmaking Workshop
COMM 103	Introduction Moving Image
COMM 110	Media Literacy
COMM 150	Photography: Digital Imaging, Visual Communication
COMM 207	Video Production I
COMM 208	Video Production II
ENGL 211	Creative Writing
ENG 219	Creative Nonfiction
MUSI 101	Music Appreciation
MUSI 102	Jazz
MUSI 104	Music Essentials
MUSI 111	Rock
MUSI 112	Music in Performance
MUSI 117	Rock Ensemble
MUSI 120	World Rhythm Ensemble
MUSI 154	Piano I
MUSI 158	Guitar
MUSI 200	Applied Music Lessons
THA 101	Introduction to Theatre
THA 113	Introduction to Technical Theatre (Stagecraft)
THA 152	Basic Acting

US History and Civic Engagement (USCV)	
HIST 103	Pre-History and Early American History

HIST 104	19th Century American History
HIST 105	America in the 20th and 21st Centuries
HIST 228	Reform Movements in the United States
PSCI 102	American Government

World History and Global Awareness (GLBL)

ART 101	Art History - Ancient to Gothic
ART 102	Art History - Renaissance to Modern
ENGL 201	World Literature I
ENGL 202	World Literature II
HIST 111	World Civilizations I
HIST 112	World Civilizations II
PHIL 203	World Religions

World Languages (WLNG)

ASL 101	American Sign Language I
ASL 102	American Sign Language II
FREN 101	Elementary French I
FREN 102	Elementary French II
FREN 103	Intermediate French I
FREN 104	Intermediate French II
SPAN 101	Elementary Spanish I
SPAN 102	Elementary Spanish II
SPAN 110	Accelerated Spanish
SPAN 111	Conversational Spanish I
SPAN 112	Conversational Spanish II
SPAN 150	Spanish for the Professions
SPAN 201	Intermediate Spanish I
SPAN 202	Intermediate Spanish II
SPAN 220	Spanish Literature
SPAN 230	Spanish Grammar

To discuss a waiver of General Education requirements, contact the **Office of Academic Programs** at 315-294-8660.

Requirements for Incoming Students Effective Fall 2024

FOR A.A. AND A.S. DEGREES

SUNY General Education requirements promote broad intellectual, cultural, and social development integrated with the specific goals of individual degree programs. Your curriculum at Cayuga Community College will address SUNY's requirements for competencies in critical thinking and information management. To fulfill SUNY General Education requirements for an A.A. or AS degree at Cayuga, you must complete 30 credits of General Education courses in at least 7 of the 10 categories. Refer to the program description to find the specific categories needed to meet the requirements of a particular degree program.

FOR A.A.S. DEGREES

To fulfill SUNY General Education requirements for an A.A.S. degree at Cayuga, you must complete at least 20 credits of General Education coursework in the four required areas of Communication (Written and Oral) Diversity, Equity, Inclusion, and Social Justice (DEISJ), Mathematics (and Quantitative Reasoning) and Natural Sciences (and Scientific Reasoning). In addition, demonstrate the two required core competencies of Critical Thinking and Reasoning and Information Literacy.

SUNY GENERAL EDUCATION CORE COMPETENCIES

All undergraduate degree-seeking students must demonstrate the required student learning outcomes in two core competencies: "Critical Thinking and Reasoning" and "Information Literacy."

Communication: Written and Oral (COMW/COMO)   Required by all

ENGL 101	Freshman English I
ENGL 104	Advanced Expository Writing

Communication: Oral only (COMO)   Required by all

ENGL 221	Effective Speech: Public Address
ENGL 222	Effective Speech: Group Discussion

Diversity: Equity, Inclusion, and Social Justice (DVRS)   Required by all

ART 139	Art of Diverse Cultures
BUS 205	Business Law I
COMM 201	Media and Society
ECH 101	Intro to Early Childhood
ECON 201	Introduction to Economics I
ENGL 203	American Literature to the Late 19th Century
ENGL 204	American Literature Late 19th to Present
ENGL 219	Creative Nonfiction
ENGL 237	Film and Literature
ENGL 247	Native American Myth, Legend, and Literature
ENGL 271	Writing & Artificial Intelligence
HS 101	Introduction to Human Services
MUSI 121	World Music
PSY 224	Psychology of Social Justice
SCI 200	Science for Social Justice Seminar
SOC 101	Introductory Sociology
SOC 110	Race & Ethnicity

Mathematics and Quantitative Reasoning (MATH)   Required by all

BUS 101	Principles Accounting I
BUS 102	Principles Accounting II
BUS 105	Business Mathematics
BUS 106	Consumer Mathematics

BUS 220	Business Statistics
ENGR 203	Applied Statics & Strength Math
ENGR 207	Quality Assurance
MATH 102	Intermediate Algebra
MATH 104	College Algebra and Trigonometry
MATH 106	Precalculus
MATH 108	Calculus I
MATH 112	Contemporary Math
MATH 114	Applied Mathematics for Technologists
MATH 115	Concepts of Elementary Math I
MATH 116	Concepts of Elementary Math II
MATH 121	Fundamentals of Statistics Using Technology
MATH 201	Calculus II
MATH 202	Calculus III
MATH 203	Linear Algebra
MATH 204	Differential Equations
MATH 210	Math/Data Structures
MATH 212	Discrete Mathematics
MATH 214	Statistics
NURS 101	Fundamentals Patient Care

Natural Sciences and Scientific Reasoning (NSCI)	Required by all
BIOL 100	Human Biology
BIOL 101	Essentials of Biology
BIOL 103	General Biology I
BIOL 104	General Biology II
BIOL 110	Introduction to Kinesiology
BIOL 165	Tropical Marine Biology I
BIOL 180	Introduction to Viticulture and Enology
BIOL 185	Biology in England: The Double Helix Exposed
BIOL 203	Anatomy and Physiology I

BIOL 204	Anatomy and Physiology II
BIOL 207	Human Genetics
BIOL 208	Introduction to Environmental Science
BIOL 209	Nutrition
BIOL 211	Genetics
BIOL 214	Cell and Molecular Biology
BIOL 216	General Microbiology
BIOL 217	Water Resources Management
BIOL 218	Emerging Infectious Diseases and Bioterrorism
BIOL 219	Introduction to Cancer Biology
BIOL 223	General Ecology
BIOL 225	Botany
BIOL 226	Zoology
BIOL 227	Animal Behavior
BIOL 285	Introduction to Pathophysiology
CHEM 101	Introduction to Chemistry
CHEM 103	General Chemistry I
CHEM 104	General Chemistry II
CHEM 207	Organic Chemistry I
CHEM 208	Organic Chemistry II
GEOL 101	Earth Science
GEOL 110	Physical Geology
GEOL 111	Historical Geology
GEOL 121	Meteorology
GIS 101	Foundations of GIS
PHYS 103	General Physics I
PHYS 104	General Physics II
PHYS 200	Physics I Mechanics
PHYS 201	Physics II Electricity and Magnetism
PHYS 202	Physics III Modern Physics

Humanities (HUMN)

COMM 101	Introduction to Mass Media
COMM 201	Media and Society
ENGL 102	Freshman English II
ENGL 231	Comics as Literature
ENGL 237	Film and Literature
ENGL 240	Mythology
ENGL 247	Native American Myth, Legend, and Literature
ENGL 250	Folklore
ENGL 255	Science Fiction and Fantasy
ENGL 271	Writing & Artificial Intelligence
PHIL 140	Food Ethics

Social Sciences (SOCS)

ANTH 101	Introduction to Anthropology
COMM 130	Human Communication
ECON 102	Personal Finance
ECON 201	Introduction to Economics I
ECON 202	Introduction to Economics II
ENGL 130	Human Communication
GEOG 101	World Geography
GIS 111	Introduction to GIS
GIS 205	Introduction to Vector GIS
PSY 101	Introductory Psychology
PSY 203	Social Psychology
PSY 205	Psychology of Personality
PSY 206	Abnormal Psychology
PSY 212	Developmental Psychology: Life Span
PSY 215	Child Psychology
PSY 216	Adolescent Psychology
PSY 217	Intro Child Exceptionalities

PSY 222	Research Methods in Psychology
PSY 223	Introduction to Biological Psychology
SOC 101	Introductory Sociology
SOC 110	Race & Ethnicity

The Arts (ARTS)	
ART 101	Art History - Ancient to Gothic
ART 102	Art History - Renaissance to Modern
ART 103	Essentials of Art
ART 104	Painting Studio I
ART 106	Expressive Drawing I
ART 112	Two-Dimensional Design
ART 113	Three-Dimensional Design
ART 131	Introduction to Ceramics
ART 139	Art of Diverse Cultures
ART 160	Life Drawing
ART 215	Computer Graphics/Illustrator
ART 231	Ceramic Sculpture
ART 250	Introduction to Photography and Darkroom Techniques
ART 252	Photoshop
ART 255	Screen Printing
ART 260	Printmaking Workshop
COMM 103	Introduction Moving Image
COMM 110	Media Literacy
COMM 150	Photography: Digital Imaging, Visual Communication
COMM 207	Video Production I
COMM 208	Video Production II
ENGL 211	Creative Writing
ENG 219	Creative Nonfiction
MUSI 101	Music Appreciation
MUSI 102	Jazz

MUSI 104	Music Essentials
MUSI 111	Rock
MUSI 112	Music in Performance
MUSI 117	Rock Ensemble
MUSI 120	World Rhythm Ensemble
MUSI 154	Piano I
MUSI 158	Guitar
MUSI 200	Applied Music Lessons
THA 101	Introduction to Theatre
THA 113	Introduction to Technical Theatre (Stagecraft)
THA 152	Basic Acting

US History and Civic Engagement (USCV)	
HIST 103	Pre-History and Early American History
HIST 104	19th Century American History
HIST 105	America in the 20th and 21st Centuries
HIST 228	Reform Movements in the United States
PSCI 102	American Government

World History and Global Awareness (GLBL)	
ART 101	Art History - Ancient to Gothic
ART 102	Art History - Renaissance to Modern
ENGL 201	World Literature I
ENGL 202	World Literature II
HIST 111	World Civilizations I
HIST 112	World Civilizations II
PHIL 203	World Religions

World Languages (WLNG)	
ASL 101	American Sign Language I
ASL 102	American Sign Language II
FREN 101	Elementary French I

FREN 102	Elementary French II
FREN 103	Intermediate French I
FREN 104	Intermediate French II
SPAN 101	Elementary Spanish I
SPAN 102	Elementary Spanish II
SPAN 110	Accelerated Spanish
SPAN 111	Conversational Spanish I
SPAN 112	Conversational Spanish II
SPAN 150	Spanish for the Professions
SPAN 201	Intermediate Spanish I
SPAN 202	Intermediate Spanish II
SPAN 220	Spanish Literature
SPAN 230	Spanish Grammar

Critical Thinking and Reasoning (RESN)	Required by all
BUS 200	Principles of Management
BUS 206	Human Resource Mgmt
ECON 201	Introduction Economics I
ENGL 101	Freshman English I
HIST 103	Pre-Hist/Early American Hist
HIST 104	19th Century American History
HIST 105	America in the 20th/21st Cent
HIST 111	World Civilizations I
HIST 112	World Civilizations II
NURS 101	Fundamentals Patient Care
PSCI 102	American Government

Information Literacy (INFO)	Required by all
BUS 200	Principles of Management
BUS 206	Human Resource Mgmt
ECON 201	Introduction Economics I

ENGL 101	Freshman English I
ENGL 271	Writing & Artificial Intelligence
HIST 103	Pre-Hist/Early American Hist
HIST 104	19th Century American History
HIST 105	America in the 20th/21st Cent
HIST 111	World Civilizations I
HIST 112	World Civilizations II
NURS 101	Fundamentals Patient Care
PSCI 102	American Government
PSY 101	Introductory Psychology

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General Education Student Learning Outcomes

General Education Student Learning Outcomes in the SUNY system define the essential skills and knowledge students are expected to acquire through their Gen Ed courses. These outcomes include critical thinking, effective communication, quantitative reasoning, information literacy, and an understanding of diverse cultures and global issues. By achieving these outcomes, students are prepared for academic success, personal development, and responsible citizenship, ensuring they possess a comprehensive skill set for future careers and life endeavors.

- Student Learning Outcomes Effective through Summer 2023

- Student Learning Outcomes for Incoming Students Effective Fall 2023

Effective through Summer 2023

Cayuga's general education curricula are designed to reflect the philosophy that successful careers and satisfying lives require a wide range of skills and knowledge. Guided by the SUNY General Education requirements, the curricula are considered the foundation on which all credit programs flourish. The assessment of general education outcomes evaluates how well students acquire and demonstrate college-level proficiencies and contributes to improvements in pedagogy, program curriculum, and institutional-level outcomes.

BASIC COMMUNICATIONS (MANDATORY)

- Produce coherent texts within common college-level written forms

- Demonstrate the ability to revise and improve such texts

- Research a topic, develop an argument, and organize supporting details
  Develop proficiency in oral discourse

- Evaluate an oral presentation according to established criteria

MATHEMATICS (MANDATORY)

- Interpret and draw inferences from mathematical models such as formulas, graphs, tables, and schematics

- Represent mathematical information symbolically, visually, numerically, and verbally

- Employ quantitative methods such as arithmetic, algebra, geometry, or statistics to solve problems

- Estimate and check mathematical results for reasonableness

- Recognize the limits of mathematical and statistical methods

NATURAL SCIENCES

- Understanding of the methods scientists use to explore natural phenomena

- Application of scientific data, concepts, and models in one of the natural sciences

SOCIAL SCIENCES

- Understanding of the methods social scientists use to explore social phenomena

- Knowledge of major concepts, models, and issues of at least one discipline in the social sciences

AMERICAN HISTORY

- Knowledge of a basic narrative of American History – Political, economic, social, and cultural, including knowledge of unity and diversity in American society

- Knowledge of common institutions in American society and how they have affected different groups

- Understanding of America's evolving relationship with the rest of the world

WESTERN CIVILIZATION

- Demonstrate knowledge of the development of the distinctive features of the history, institutions, economy, society, culture, etc., of Western civilization; **OR**

- Relate the development of Western civilization to that of other regions of the world

OTHER WORLD CIVILIZATIONS

- Knowledge of either a broad outline of world history; **OR**

- Knowledge of distinctive features of the history, institutions, economy, society, culture, etc., of one non-Western civilization

HUMANITIES

- Knowledge of the conventions and methods of at least one of the humanities, in addition to those encompassed by other knowledge areas required by the General Education program

THE ARTS

- Understanding of at least one principal form of artistic expression and the creative process inherent therein

FOREIGN LANGUAGES

- Basic proficiency in the understanding and use of a foreign language; and

- Knowledge of the distinctive features of culture(s) associated with the language they are studying

CRITICAL THINKING

- Identify, analyze, and evaluate arguments as they occur in their own or other's work

- Develop well-reasoned arguments

INFORMATION MANAGEMENT

- Perform the basic operation of personal computer use

- Understand and use basic research techniques

- Locate, evaluate, and synthesize information from a variety of sources

NOTE: Critical Thinking and Information Management are competencies infused throughout the curriculum

Incoming Students Effective Fall 2023

Cayuga's general education curricula are designed to reflect the philosophy that successful careers and satisfying lives require a wide range of skills and knowledge. Guided by the SUNY General Education requirements, the curricula are considered the foundation on which all credit programs flourish. The assessment of general education outcomes evaluates how well students acquire and demonstrate college-level proficiencies and contributes to improvements in pedagogy, program curriculum, and institutional-level outcomes.

COMMUNICATION – WRITTEN AND ORAL (REQUIRED BY ALL)

- Research a topic, develop an argument, and organize supporting details;

- Demonstrate coherent college-level communication (written and oral) that informs, persuades, or otherwise engages with an audience;

- Evaluate communication for substance, bias, and intended effect; and

- Demonstrate the ability to revise and improve written and oral communication.

DIVERSITY: EQUITY, INCLUSION, AND SOCIAL JUSTICE (REQUIRED)

- Describe the historical and contemporary societal factors that shape the development of individual and group identity involving race, class, and gender;

- Analyze the role that complex networks of social structures and systems play in the creation and perpetuation of the dynamics of power, privilege, oppression, and opportunity; and

- Apply the principles of rights, access, equity, and autonomous participation to past, current, or future social justice action.

MATHEMATICS (AND QUANTITATIVE REASONING) (REQUIRED)

- Interpret and draw inferences from appropriate mathematical models such as formulas, graphs, tables, or schematics;

- Represent mathematical information symbolically, visually, numerically, or verbally as appropriate; and

- Employ quantitative methods such as arithmetic, algebra, geometry, or statistics to solve problems.

NATURAL SCIENCES (AND SCIENTIFIC REASONING) (REQUIRED)

- An understanding of the methods scientists use to explore natural phenomena, including observation, hypothesis development, measurement and data collection, experimentation, evaluation of evidence, and employment of data analysis or mathematical modeling; and

- Application of scientific data, concepts, and models in natural sciences.

HUMANITIES

- Demonstrate knowledge of the conventions and methods of at least one of the humanities; and

- Recognize and analyze the nuance and complexity of meaning through critical reflections on text, visual images, or artifacts.

SOCIAL SCIENCES

- Describe major concepts and theories of at least one discipline in the social sciences; and

- Demonstrate an understanding of the methods social scientists use to explore social phenomena.

THE ARTS

- Demonstrate understanding of at least one principal form of artistic expression and the creative process inherent therein.

US HISTORY AND CIVIC ENGAGEMENT

- Demonstrate understanding of United States society and history, including the diversity of individuals and communities that make up the nation;

- Understand the role of individual participation in US communities and government; and

- Apply historical and contemporary evidence to draw, support, or verify conclusions.

WORLD HISTORY AND GLOBAL AWARENESS

- Demonstrate knowledge of a broad outline of world history and the development of the distinctive features of at least one civilization or culture in relation to other regions of the world; and

- Demonstrate understanding of the structures, systems, and interrelationships among civilizations and cultures within historical and contemporary contexts and their impact on well-being and sustainability.

WORLD LANGUAGES

- Exhibit basic proficiency in the understanding and use of a world language; and

- Demonstrate knowledge of the distinctive features of culture(s) associated with the language they are studying.

CRITICAL THINKING AND REASONING (REQUIRED)

- Clearly articulate an issue or problem;

- Identify, analyze, and evaluate ideas, data, and arguments as they occur in their own or others' work;

- Acknowledge limitations such as perspective and bias; and

- Develop well-reasoned (logical) arguments to form judgments and draw conclusions.

INFORMATION LITERACY (REQUIRED)

- Locate information effectively using tools appropriate to their need and discipline;

- Evaluate information with an awareness of authority, validity, and bias; and

- Demonstrate understanding the ethical dimensions of information use, creation, and dissemination.

To discuss a waiver of General Education requirements, contact the **Office of Academic Programs** at 315-294-8660.

Gainful Employment

Cayuga provides prospective and current students with a Gainful Employment disclosure at the program level, i.e., all Diplomas and Federal Student Aid eligible certificates. The disclosure links to occupational information, the estimated cost of program, program completion percentage within published timeframe, median loan debt, and job placement rate for program completers (if available). For statistical validity, no data is reported when the number of graduates is fewer than 10.

School of Business

Event Management

General Business

Tourism Management

School of Science, Technology, Engineering and Mathematics

Advanced Manufacturing

Computer Hardware/Software Design

Computer Information Systems

Electronics

Industrial Maintenance Technology

Plastics Manufacturing

School of Social Sciences and Education

Early Childhood

Advisory Committees

Cayuga's program advisory committees assist in evaluating curricula and advise the College on technological changes and employment patterns.

Business Administration

- Allison DiMatteo, Creme Della Creme Marketing Communications
- Robert Kawa. CPA, LeMoyne College
- Stephanie DiVitto, Auburn Business Improvement District
- Mark Southwick, Huhtamaki, Inc.
- Ed Staehr, Cornell Cooperative Extension
- Gillian Sears, Cayuga County Office of Tourism
- Dale Weed, Pure Functional Foods
- Dawn Czolowski, Cayuga Faculty
- Elizabeth McCormick, Cayuga Faculty
- William Prosser, Cayuga Faculty

Computer Information Systems

- Adrienne Burgess, Goulds/ITT
- Matt Champlin, Cayuga-Onondaga BOCES
- Dave Colbert, Johnson Paper
- Dana Harris, CSC
- Terry Pontello, Tessy Plastics
- Gary Cuthbert, Community Computer Services
- Mike Davis, Beardsley Design
- Joe McConnell, Huhtamaki
- Jim Patridge, SUNY Oswego
- Ken Patterson, Morrisville State College
- Maria Starr, Nucor Steel
- Luther Troell, RIT
- Dia Carabajal, Cayuga Faculty

- Barry Fitzgerald, Cayuga Faculty

- David Harbaugh, Cayuga

- Elizabeth McCormick, Cayuga Faculty

- Wade Lambert, Cayuga

Criminal Justice

- Philip Cady, Chief of Police, Oswego City Police Department

- Brian Schenck, Cayuga County Sheriff, Cayuga County Sheriff's Office

- Carol Colvin, Coordinator, Behavioral and Drug Treatment Court

- Jay Dewispeleare, Director, Cayuga County Probation Department

- Stephen Agati, Parole Officer, NY State Parole Division, DOCCS

- Teri Misiaszek, Cayuga Faculty

Early Childhood

- Kristi Cusa, Child Care Solutions

- Amanda Gould, Director, CCC Child Care Center

- Kim Rombach, SUNY Cortland

- Mirandia Pipher, Cayuga Seneca Community Action Agency - HeadStart

- Kristin Swartz, Kindergarten teacher, Auburn School District

- Nancy Tehan, Director, ABC Cayuga

- Penny Lupo, Cayuga Faculty

- Elizabeth Seton-Mignacca, Ph.D., Cayuga Faculty

- Eric Zizza, Cayuga Faculty

Electrical Technology and Computer Hardware/Software Design

- Tim Clark, TRW (retired)

- Donna Danylec, Girl Scouts

- Kurt Herrling, Herrtronics

- Jeff Marier, Lockheed Martin

- Jon Salvati, Welch Allyn/Hill-Rom (retired)

- Dr. Mary Taylor, SRC

- Matt Wilson, Anaren

- Dr. Kerry LaViolette, Lockheed Martin

- Margie Ong, Welch Allyn/Hill-Rom

- Michael Coppola

- Michael Coppola, Cayuga Faculty

- Tom Karle, Ph.D., Cayuga Faculty

- Kerry LaViolette Ph.D., Cayuga Faculty

- Jeff Marier, Cayuga Faculty

- Dennis Sullivan, Cayuga Faculty

Human Services

- Amy Sargent, Liberty Resources

- Katrina Garrigan, East Hill Medical

- Gerald Salvage, Auburn School District

- Kelley Thurlow, Oswego County

- Sara Billinski, Unity House

- Candy Herbert, Farnham

- Caroline Dixon, CHAD

- Christy Johnson, Cayuga Faculty

- Jessica Charbonneau, Cayuga Faculty

- Bridget Proulx, Cayuga

- Jerimy Blowers, Cayuga Faculty

- Christina Bentley, Cayuga Faculty

- Julie Aldrich, Cayuga

- Eric Zizza, Cayuga Faculty

Mechanical Technology

- Michael Burnham, Cayuga/Onondaga BOCES

- John Weston, Dannan Tool

- Joe Marshall, Nationwide Lifts

- James Hubbard, ITT Goulds Pumps

- Bryan Hull, Mier Tool Co.

- Tim Walawender, Currier Plastics

- Raymond Lia, Welch Allyn

- Rich Wride, Hammond & Irving

- David Jewell, Daiken Applied

- Earl Holden, Young & Franklin

- Mark Garafano, Armstrong Mold

- Ryan Darling, Tessy Plastics

- Cayuga Faculty – John Campbell

Nursing

- Angela Ryan, Matthew House

- Annmarie Dowling-Castronova, Roberts Wesleyan

- Dr. Cassandra Archer, Cayuga County Health Department

- Jodi Martin, Oswego County Health Department

- Melissa Purtell, Oswego Health

- Tammy L. Austin-Ketch, Upstate University Hospital

- Kayleigh Bisson, Upstate University Hospital

- Caitlin Nye, Upstate University Hospital

- Jennifer Vaugh, Upstate University Hospital

- Megan Brandt, Upstate University Hospital

- Paul Giordano, Auburn Community Hospital

- Sheree Hall, Auburn Community College

- Joanne Coppola, LeMoyne College

- Cathy Brownell, LeMoyne College

- Dr. Susan Bezek, Keuka College

- Andrea Ruff, Cayuga-Onondaga BOCES

- Joelle Hutson, Oswego County Opportunities

- Mary Driscoll, Cayuga Division Chair, Nursing

- Edie Smith, Cayuga Assistant Division Chair, Nursing

- Jennifer Nichols, Cayuga Division Chair, STEM

- Cheryl Foster, Cayuga Faculty

- Emery House, Cayuga Faculty

- Jordan Laux, Cayuga Faculty

- Mehvish Nawaz, Cayuga Faculty

- Susan Squadrito, Cayuga Faculty

- Jamie Walter, Cayuga Faculty

- Jordan Workman, Cayuga Faculty

- Jody Wood, Cayuga Faculty

- Brenda Forrest, Cayuga Faculty

- Kassie McGrath, Cayuga Faculty

- Brooke Wood, Cayuga Faculty

- Alyssa Cooney, Cayuga Faculty

- Wai-Yin Law, Cayuga Faculty

Telecommunications

- Christopher P. Baycura, Video/New Media Producer, The State University of New York College of Environmental Science and Forestry

- John Coon, Stockholm Records

- Josh Cradduck, Assignment Supervisor, NBC News

- Vinny Lopez, CEV, CBNT, Chief Engineer, WSTM, WSTQ, WTVH, Sinclair Broadcast Group

- David Malek, Director of Photography, NFL Films

- Michael Marano, Video Memories

- Jordan Murphy, VP Group Media Director, Partners + Napier

- Ryan Murphy, Senior Director, A&R Capitol Music Group

- David H. North, Time Warner Cable (retired)

- Peter Rafalow, President, Notion Pictures Productions, Inc.

- Richard Steele, Executive Vice-President, Park Outdoor Advertising

- Jeff Stier, ESPN Staff Camera Operator

- Tim Taylor, Marketing Manager, Woodford Bros

- Mike Verostek, Retired

- Tom White, Operations Director, ACC Network, Syracuse University

- Jeff Windsor, Chief Engineer, WRVO Public Media

- Steven Keeler, Cayuga Faculty

- Jeffrey Delbel, Cayuga Emeritus Faculty

Mathematics Flowchart

STEM Degree Programs

Students will be placed in their first Cayuga Community College math course according to the Mathematics Placement Rubric. Students will be allowed to challenge their placement during the first week of class by taking a proctored challenge exam.

PRE-COLLEGE MATHEMATICS

Math 070 Basic Algebra   Non-Credit

⬇

Math 099 Elementary Algebra   Non-Credit

⬇

EARLY COLLEGE MATH LEVEL

Math 102 Intermediate Algebra   3-credits meets   Gen Ed Requirement

⬇

COLLEGE MATH LEVEL

Math 104 College Algebra & Trigonometry 3-credits meets Gen Ed requirement	**Math 214 Statistics** 3-credits meets Gen Ed requirement Pre-Req - Math 104 or Math 102 (C+ or higher)	**Math 114 Applied Math for Technologists** 3-credits Students in the various Technology programs may be advised to enroll in this course.

⬇

Math 106 Pre-Calculus 3-credits meets Gen Ed requirement

Math 108 Calculus 4-credits meets Gen Ed requirement	**Math 212 Discrete Mathematics** 3-credits meets Gen Ed requirements	**Math 203 Linear Algebra** 3-credits meets Gen Ed requirements

⬇

Math 201 Calculus II 4-credits meets Gen Ed requirements

Math 202 Calculus III 4-credits meets Gen Ed requirements	**Math 204 Differential Equations** 4-credits meets Gen Ed requirements

Non-STEM Degree Programs

Students will be placed in their first Cayuga Community College math course according to the Mathematics Placement Rubric. Students will be allowed to challenge their placement during the first week of class by taking a proctored challenge exam.

PRE-COLLEGE MATHEMATICS

Math 070 Basic Algebra   Non-Credit

⬇

Math 099 Elementary Algebra   Non-Credit

⬇

EARLY COLLEGE MATH LEVEL

Math 112 Contemporary Mathematics 3-credits meets Gen Ed Requirement	Math 121 Fundamentals of Statistics Using Technology 3-credits meets Gen Ed requirements

It is important to note that although these courses fulfill the Gen Ed requirement. They are not part of the Algebra based Math sequence. If the student wishes to take algebra based mathematics courses after they complete one of these courses they would have to start with Math 102. Also, if the student knows they will be going on to a 4-year college they should check the program to determine if they need any algebra based mathematics before choosing this pathway.

DEGREE SPECIFIC COURSES

Childhood Education Majors

Math 115 Concepts of Elementary Math I 3-credits Pre-req - Math 099 meets Gen Ed requirement when combined with Math 116	**&**	Math 116 Concepts of Elementary Math II 3-credits Pre-req - Math 099 meets Gen Ed requirement when combined with Math 115

Business Administration A.A.S.

Students enrolled in this program may satisfy their math requirements
by completing both Bus 105 and Bus 106

Additional Academic Offerings

Cayuga offers courses and programs of study that enable you to earn an associate degree or certificate or enjoy the satisfaction of lifelong learning. Classes are offered weekdays, evenings, and online. Besides the Fall and Spring semesters, Cayuga holds classes during intersession (January) and summer (five and ten-week sessions). Courses are also offered through the high school-based Cayuga Advantage program.

- Advancing Success in Associate Pathways (ASAP)

- Educational Opportunity Program (EOP)

- Applied Learning

- Full-Time Study

- Part-Time Study

- Online Study

- Honors Study

- Writing Intensive Courses

- Cayuga Advantage

- Community Education and Workforce Development

- University Center at Cayuga

Advancing Success in Associate Pathways (ASAP)

Cayuga's **Advancing Success in Associate Pathways (ASAP) Program** * helps promising, motivated students earn their **associate's degree** as quickly as possible.

At Cayuga, students in ASAP benefit from an enhanced academic environment and personalized tutoring services. Students receive dedicated financial and personal support, comprehensive advisement and career counseling.

* The Cayuga Advancing Success in Associate Pathways (ASAP) Program is part of the SUNY replication of the City University of New York (CUNY) Accelerated Study in Associate Programs (ASAP).

Contact Information

Carmela Barbagallo
Program Director
cbarbaga@cayuga-cc.edu

General Overview

The Advancing Success in Associate Pathways (ASAP) Program offers motivated students an array of academic, financial, and personal support benefits. The support will help enrolled students earn their degrees, enjoy their college experience, and prepare for their next academic or career step. Students enrolled in ASAP will regularly meet with their dedicated ASAP Coach to guide their progress from enrollment to graduation. ASAP students will take cohort courses together, which creates a support system and more engagement with campus. Students also receive enhanced career development and personalized tutoring support via a partnership with the Learning Commons team.

ASAP students receive financial assistance with textbook purchases, cost of attendance fees, and a monthly gift card to help with expenses such as food or gas. ASAP students with children are also eligible for assistance with childcare costs through a grant offered by the Brightway Education Foundation. The grant focuses on supporting parents in their pursuit of education and offers an emergency fund to support students.

Eligibility

- Enrolled full-time (minimum of 12 credits per semester) and matriculated in one of the following programs:

    - Business

    - Creative/Professional Writing

    - Criminal Justice

    - Culinary Arts

    - Studio Art

    - Early Childhood

    - Environmental Studies

- - - Event & Tourism Management

    - Health Sciences A.S. **

    - Human Services

    - Liberal Arts **

    - Media Arts

    - Music

- Complete the Free Application for Federal Student Aid (FAFSA) and the New York State Tuition Assistance Program (TAP) application annually
  NOTE: Students from mixed-status families are now eligible to apply for NYS financial aid without completing the FAFSA at https://www.hesc.ny.gov/altpath. Students may also reach out to ASAP|ACE staff to learn more about their options to apply for NYS aid.

- Student must receive at least $1 of federal Pell or NYS grant aid (TAP or Excelsior)

- Have fewer than 21 college credits, not including credits earned when concurrently enrolled in high school

- Be proficient in Math and/or English or require no more than two developmental supports

- Enroll immediately and continuously in any developmental supports

- Be eligible for in-state tuition.

** Students in Health Sciences A.S. or Health Care Careers concentration may require additional review to determine eligibility.

Program Benefits

- A monthly $50 gift card to help with costs of food or gas (available 8 months/year)

- Textbook assistance of up to $300/year

- A cost of attendance award (after Financial Aid is applied) of up to $400/year

- A dedicated ASAP advisor to guide your progress from entry to graduation

- Special registration options that help you get the classes you need that also fit your schedule

- Opportunities to take classes with fellow ASAP students to foster community and build your network

- Enhanced career development and academic support services

- Assistance with childcare costs for students that are parents via the Brightway Grant †

† To be eligible for this grant, students must be primary caregivers who are in need of childcare and eligible for the OCFS subsidized family share rate, which applies to students whose income, based on family size, does not exceed 200% of the state standard. Student parents must apply for this subsidy through OCFS if they are not already in receipt of the subsidy. Funds may also be used to cover licensed after-school care.

Educational Opportunity Program (EOP)

The **Educational Opportunity Program (EOP)** provides access for New York State students who demonstrate academic potential and a desire to earn a college degree. The program assists students who are both academically and financially disadvantaged.

Students enrolled in EOP receive additional services to support their success, such as:

- One-to-one personal and academic counseling

- Free individual tutorial assistance

- Opportunities for career and leadership development

- A four-week on-campus summer program **(at both Auburn and Fulton campuses) and online pre-college summer program (for online students only)** for fall-entering first-time students, which aids in student preparedness, accessing campus resources/services and successfully navigating college life. The summer program is **mandatory** and free.

- Financial assistance with non-tuition-related expenses (i.e., books, supplies, etc.)

The EOP office is located in the **Learning Commons Academic Services Center** on the Auburn Campus. Office hours are **Monday – Friday, 8:00 am to 4:30 pm**. For more information, contact the EOP Office at **(315) 294-8567**.

Contact Information

Debra Joseph-McEwen, MS Ed
Director, Educational Opportunity Program
315-294-8567
djosephm@cayuga-cc.edu

Eligibility Criteria for Acceptance into EOP

Admission to EOP is based on two criteria: academic and financial eligibility. To determine if you are eligible for admission to EOP, you must:

- Possess a high school diploma or a General Equivalency Diploma (GED);

- Be a New York State resident for 12 months prior to enrollment;

- Be in need of financial assistance based on the established economic eligibility guidelines;

- Apply using the SUNY or Common Application (link to Apply Now). Indicate your interest in EOP on the Admissions application. If you did not indicate your interest in EOP on the application but decide later that you might want EOP, contact our Admissions Office.

- Complete the SUNY EOP Financial Information Form and submit it to our Student Financial Services Office with the required documentation.

Space in EOP is limited. We encourage you to submit your documentation as soon as possible.

More Information

See our EOP website for more information on the following:

- Income Guidelines

- Required Records

- Support Services

- EOP Pre-Medical Opportunity Program

- Foster Youth College Success Initiative

- Transfers

- Fee Waiver

Applied Learning

Cayuga Community College provides a variety of educational opportunities that allow students to "learn by doing," connecting classroom content with real-world situations and reflecting on the experience. As a result, students at Cayuga obtain a deeper understanding of their discipline, are more prepared for service and leadership in their careers and communities, and develop critical thinking skills.

Contact Information

Professor Sheila Myers
Coordinator
315-283-9422
sheila.myers@cayuga-cc.edu

Applied Learning

A student engaged in applied educational activities at Cayuga may take part in:

- Internships, field experiences and practicums

- Service Learning

- Entrepreneurship

- Community Projects

- Travel Study and cultural immersion

Course sections that are experiential are designated **"AL"**. and will appear that way during registration and on student transcripts. An **"AL"** designation is just that, a designation. It does not change the ability of the student to transfer the course credit if it is transferable to another institution, nor does it change the course designation.

Besides the opportunity to learn outside the classroom, there are other benefits to taking a course designated as **"AL"**. Applied learning experiences enhance a resume, portfolio, and transfer credentials.

Prospective students who are currently working may be able to gain transfer internship credit for their experience if it is part of their degree program.

For information, contact:

> **Sheila Myers**
> Student Engagement
> 315-283-9422
> sheila.myers@cayuga-cc.edu

Cayuga Handshake

Cayuga Community College's Cayuga Handshake is an online job posting and job search database. This web service is free to employers, and accessible to all Cayuga students and alumni. It lists professional job vacancies in many different career areas, as well as openings for part-time jobs, seasonal work, internships and volunteer opportunities. Students and alumni can create an account, upload cover letters and resumes, and apply directly for positions.

Full-Time Study

Full-time study means enrollment in **12 or more hours per semester**. Students who wish to take more than 19 credits during a semester must receive permission from a division chair.

> **See also:** Part-Time Study

Part-Time Study

Students registering for **up to 11.5 credit hours** during a semester are classified as part-time.

> **See also:** Full-Time Study

Online Study

At Cayuga, we understand that flexibility and convenience are crucial for today's students. Our online study programs are designed to provide the same high-quality education and personalized support you would receive on campus but with the added convenience of learning from anywhere. Whether you're balancing work, family, or other commitments, our diverse range of online courses and degree programs will help you achieve your academic and career goals on your schedule.

Contact Information

Brandon Davis-Shannon
Distance Learning Coordinator
315-294-8498
bdavissh@cayuga-cc.edu

Online Study Overview

Online courses at Cayuga are generally completed entirely online. Lab courses either use computer simulations or require students to purchase lab kits to conduct experiments at home. However, some courses, like math, require a proctored exam. If you live in the area, you can make appointments to take the tests on campus (Auburn or Fulton) in the Learning Commons – Academic Support, or instructions in the course will explain how to find a proctor at a local college, school, church, etc.

Like on-campus courses, online courses may require extracurricular activities, such as visiting a local court in a Criminal Justice class or attending an Alcoholics Anonymous (AA) meeting in a Health course about addiction.

Most fully online courses are asynchronous, which means you may sign on at any time of the day or night, wherever you have internet access. Others are online in real-time, meaning you must sign in at a specific time to attend class. Please consult the course schedule for details on synchronous online courses. An instructor actively leads them, and there are deadlines. Typically, a semester course will consist of one- to two-week modules. In each module, you will be expected to read the textbook and other materials, read faculty lectures online, submit your answers to questions, complete other exercises or assignments, and participate in online discussions (e.g., reading short notes posted by other students and posting your own responses). In a 15-week semester, students on average are expected to log on to the website about three times per week to complete their work.

Degrees Available Online

- Business Administration AAS

- Business Administration AS

- Creative and Professional Writing AS

- Criminal Justice: Corrections AAS

- Criminal Justice: Police AAS

- Event and Tourism Management AAS

- Liberal Arts and Sciences: Humanities and Social Sciences AA

    - Concentrations available in Criminal Justice, Literature, Psychology, and Writing

- Liberal Arts and Sciences: Mathematics and Science AS

  - Concentration available in Biology

Certificate Programs Online

- Criminal Justice Certificate

- General Business

- Event Management

- Tourism Management

Degree Programs That Can Be Completed Partially Online

- Computer Information Systems AAS

- Human Services AS

- Liberal Arts and Science: Mathematics AS

Honors Study at Cayuga

A GPA of 3.0 qualifies students to enroll in the Honors Study Microcredential offered by Cayuga Community College. Honors Study students engage in research, leadership, and service that extends beyond the classroom. The opportunity to participate in Honors Study enhances your academic transcript and professional resume, whether you plan to transfer or seek employment.

Contact Information

Professor Sheila Myers
Coordinator, Auburn Campus
315-283-9422
sheila.myers@cayuga-cc.edu

Professor Robert Humphrey
Coordinator, Fulton Campus
315-593-9366
robert.humphrey@cayuga-cc.edu

Admission

Any student with a GPA of 3.0 or 85% or higher is eligible for admission. Students who do not meet the criteria when they enter Cayuga may join after one semester by earning a 3.0 GPA. Once accepted, students must maintain a 3.0 GPA.

Honors Study and Program Completion

Students who take Honors 101 and choose to take Honors 202 to complete the Critical Thinking Credential are eligible for a $500 academic scholarship awarded by the Cayuga Community College Foundation. To learn more, contact one of the Honors Study Coordinators listed below.

The Honors Curriculum

Honors Critical Thinking

Awarded for completing Honors 101 and Honors 202 and participating in the SUNY Undergraduate Research Conference (or equivalent presentation determined by the Honors Coordinator(s)).

Honors Leadership

Awarded to students for completing Honors 101, Honors 202, two honors electives or one elective, and a leadership role in a community service project, student activities club, or tutoring as determined by their Honors Coordinator.

Acceptance Into Honors Study

Acceptance is based on your GPA of 3.0 or above and your submission of the Honors Study application. Once accepted, you must maintain a 3.0 grade point average to continue in the program. If you are interested in Honors study, talk to a Student Engagement Counselor or contact the Honors study coordinators.

Sheila Myers
Auburn Campus
sheila.myers@cayuga-cc.edu

Robert Humphrey
Fulton Campus
robert.humphrey@cayuga-cc.edu
315-593-9366

Writing Intensive Courses

Writing intensive classes are approved by the Writing Across the Curriculum (WAC) Committee, and these sections are designated **"WI"** at registration and on student transcripts. Students enrolling in them should expect formal projects and informal writing-to-learn assignments throughout the semester. Writing and a process approach to writing are integral to the grading criteria as they support the subject matter and course outcomes.

Writing intensive classes are voluntarily offered by faculty. Schools to which Cayuga students transfer may have Writing Intensive requirements. **"WI"** sections from across the disciplines encourage students to practice different kinds of writing for various purposes to communicate effectively in their academic, workplace, and citizen roles.

Contact Information

Richard J. Bower, Ph.D.
WAC Chair, Professor of English
315-294-8464
bowerr.cayuga-cc.edu

Cayuga Advantage for High School Students

Cayuga Advantage is a partnership between Cayuga Community College and local school districts to award college (transcript) credit for college courses taught in secondary school settings to qualified high school students.

Any high school student whose 16th birthday occurs by December 1 of the academic year in which the student wishes to enroll in a Cayuga Advantage course is eligible. Students not 16 by December 1 of the current academic year are eligible to participate with a parent/guardian signature. Only students who meet specific prerequisite requirements and have been recommended by a teacher or guidance counselor are eligible. Students not meeting these requirements cannot enroll in a Cayuga Advantage course.

High school teachers who wish to offer a Cayuga Advantage course should first speak with high school officials and the Cayuga Advantage contact in their school district to secure their support. An instructor's credentials (resume, transcripts, certificates) should be forwarded to the Cayuga Advantage Office as early as possible for review. Cayuga faculty in the relevant Academic Division will determine competency.

Contact Information

Sarah Yaw
Director of K-12 Partnerships and Academic Pathways
315-294-8513
yaw@cayuga-cc.edu

Community Education and Workforce Development

Cayuga Community College offers a diverse array of educational opportunities. These include community education programs that cover a wide range of classes and activities, such as workshops at the state-of-the-art Culinary Institute, the Cultural Speaker Series, and personal enrichment courses. Additionally, the college provides workforce training and certification programs in areas such as medical coding, chemical and substance abuse counseling, electro-mechanical system fundamentals, machining fundamentals, and drone technology. Whether you're looking to explore hidden talents, learn new skills, or pursue professional certifications, there's something for everyone at Cayuga.

Contact Information

Emily Cameron
Director of Community Education and Workforce Development
emily.cameron@cayuga-cc.edu

Debbi Purcell
Senior Typist/VA Certifying Official
Community Education and Workforce Development
315-294-8841
purcell@cayuga-cc.edu

Office Location
Cayuga Community College's Workforce Development Center
248 Grant Avenue
Auburn, NY 13021

Noncredit Courses at Cayuga

Each semester, Cayuga Community College offers a variety of noncredit career training and personal enrichment courses both on-campus and online. Whether you are looking to learn a new skill or transition into a new career, Cayuga provides several classes to choose from. Visit our website for courses, payment, and refund schedules.

Corporate Training

Cayuga Community College provides standard and customized training to help employers and employees thrive in an evolving and competitive workplace. Corporate training opportunities are available at the Auburn and Fulton campuses and on-site at the workplace. Visit our website for more information.

University Center at Cayuga

Baccalaureate and Masters Degrees

Cayuga Community College forms partnerships with private and SUNY colleges, enabling convenient local access to accredited bachelor's and master's degree programs.

Contact Information

Emily Cameron
Director of Community Education and Workforce Development
315-294-8527
emily.cameron@cayuga-cc.edu

Services and Resources

In this section:

- Accessibility Resources
- Child Care Center
- Counseling Services
- Health Services Office
- Learning Commons – Academic Support
- Learning Commons – Library
- Public Safety
- Student Engagement and Academic Advisement
- Veteran Services

Office of Accessibility Resources

Federal laws, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, protect qualified individuals with disabilities from discrimination based on disability and guarantee equal opportunity for access to programs and services. Cayuga Community College complies with all applicable federal, state, and local laws and regulations regarding reasonable and appropriate services and accommodations for students with documented disabilities.

Contact Information

Karen Grella, Ph.D.
Accessibility Resources Coordinator
karen.grella@cayuga-cc.edu

Auburn Campus: 315-294-8633
Fulton Campus: 315-593-9323

Accommodations and Services

Accommodations and services accessed through the Office of Accessibility Resources may include but are not limited to:

- Interpreters

- Notetakers

- Time extensions for tests

- Alternative test sites

- Technology to assist reading and writing

- Magnification devices

- Physical accommodations, such as special classroom seating or architectural accessibility

Services and accommodations for all students with disabilities are coordinated through the Office of Accessibility Resources, located within the Learning Commons – Academic Support. Students with disabilities should provide current and complete documentation as early as possible so that the college can provide appropriate and timely services and accommodations.

Students with sponsoring agencies, such as Adult Career and Continuing Education Services-Vocational Rehabilitation (ACCES-VR), Aurora of Central New York, Inc., or the NYS Commission for the Blind (NYSCB), are advised to contact the agency several weeks before the start of classes. This ensures that all necessary paperwork is completed, facilitating a smooth transition into the academic environment.

Child Care Center

The Cayuga Community College Child Care Center is a state-licensed and Quality Star NY-accredited facility that cares for children ages 6 weeks to 5 years old. The Center serves the children of students, staff, and the community contingent on available space. Subsidies are available for qualifying students.

The Center is also a site for the Auburn School District's Universal Prekindergarten. The Center is located off campus at 81 Wall Street and has been recently been renovated.

Contact Information

Lisa Fredette
Director
315-294-8603
lfredet1@cayuga-cc.edu

Counseling Services

Counseling and other student services are available at the Wellness Center in Auburn and Fulton. All counseling sessions are confidential.

Counselors can assist with questions and problems, including:

- Short-term, confidential, solution-focused counseling

- Referral to both on and off-campus resources to best serve the unique and individual needs of each student

- Providing campus-wide and classroom-based programs covering a wide spectrum of health and wellness topics

- Educational planning to help ensure that students meet degree requirements and prepare for transfer or career

Contact Information

Jerimy Blowers, Ph.D.
Auburn Campus
315-294-8526
jblowers1@cayuga-cc.edu

Christina Bentley
Fulton Campus
315-593-9310
cbentle2@cayuga-cc.edu

Health Services

The Health Services office provides the following services:

- First aid and assistance with illness

- Medical referrals as needed and when appropriate

- Detailed information on NYS Immunization requirements per NYS Public Health Law 2165 and 2167; requirements are for students born after 1/1/1957 and enrolled in 6 credit hours or more on campus. Students enrolled for online courses only are not required.

- Processing of insurance claim forms

Contact Information

Suzanne Wilson, RN BS
Coordinator of College Health Services
315-294-8503
wilson@cayuga-cc.edu

- Tuberculosis skin testing for Nursing students

- Free health information brochures

- Notes communicating health absences to instructors when requested by students

- Immunization transcripts

- Health education programs

- Blood pressure screening

- Referrals to NYS Navigators for ACA Health Insurance

Learning Commons – Academic Support

Learning Commons-Academic Support (LC-AS) works with students at all levels to enable them to reach their full educational potential. Professional specialists in writing, mathematics, and study skills help students address academic deficiencies and sharpen skills necessary for college success.

Peer tutors assist in most courses and majors through drop-in, scheduled, individual, group, and in-class tutoring. Tutors participate in a required training program to effectively and consistently support their peers. Zoom sessions with LC-AS tutoring staff and NetTutor online tutoring support are available for students who cannot access campus services. The LC-AS also offers resources to help instructors incorporate LC-AS services into their curricula.

Contact Information

Terry Kupp, Ed.D.
Director
315-294-8808
terry.kupp@cayuga-cc.edu

Academic Support Services

Learning Commons-Academic Support provides:

- Opportunities for academic and leadership skill development

- Drop-in math and writing peer tutoring tables

- Professional math and writing support by appointment

- Study groups and in-class tutoring for designated classes

- Online tutor request forms for peer tutoring

- Academic support for online students through LC-AS tutor Zoom sessions and NetTutor

- Placement testing

- Alternate testing arrangements for accommodative and makeup tests

- Test proctoring

- Access to computer workstations and software programs

- Accommodative services through the Office of Accessibility Resources

The Office of Accessibility Resources, part of the Learning Commons-Academic Support department, extends appropriate and reasonable accommodations to every student with a qualified, documented disability.

Students and applicants are encouraged to call or visit the LC-AS to tour facilities and become familiar with the services available to help all Cayuga students succeed.

Learning Commons – Library

The Cayuga Community College Learning Commons-Library includes the Norman F. Bourke Memorial Library, the Faculty Resource Center at the Auburn campus, and the Library in the Learning Commons at the Fulton campus. Library facilities are open to the public, and borrowing privileges are granted to Cayuga students, staff, alumni, residents of Cayuga and Oswego counties, and faculty and students of other SUNY colleges.

Contact Information

315-294-8596 (Auburn)
315-593-9319 (Fulton)
cay_ref@cayuga-cc.edu

Library Services

The Library teaches the campus community to locate, evaluate, and apply information for academic and personal use. Librarians create customized LibGuides research guides to support student academic progress in the curriculum and promote campus resources. Research Assistance Services are provided in person by the library faculty and through the library website, which provides access to chat-based research assistance from librarians around the clock.

The Library website serves as a gateway to over 100 research databases containing full-text print and streaming video resources. Library collections feature more than 70,000 printed and 436,000 e-books, as well as 4,200 physical media and microform materials. Media resources are also available through library research databases, such as Kanopy Streaming Video and American History in Video. In addition to a selection of current academic and popular periodicals in print, the Library provides access to over 47,000 distinct full-text journals, magazines, and newspapers in digital format.

Library services are provided to all students, both in-person and online. The Primo Discovery Search service provides detailed access to on-campus and digital resources. Interlibrary loan services allow current students and staff to borrow materials from participating libraries. Online students have full access to the library's digital collections, including e-books and journals, as well as access to physical collections through document delivery services. Research assistance is available through online research guides and tutorials.

Both campus libraries provide group and individual workspaces in active and quiet study spaces, with comfortable seating areas for studying, relaxing, and socializing. Group study rooms in the Auburn library are equipped with large flat-screen monitors and DVD players. Other technologies include desktops, laptops, scanners, and high-speed wireless Internet access. Students and applicants are encouraged to call or visit the library and become familiar with the library's collections, services, and resources.

Office of Public Safety

The Office of Public Safety is responsible for the safety of the campus community and the enforcement of federal, state, and local laws, including College rules and regulations. It works closely with other local, County, State, and Federal agencies.

The Director of Public Safety is the College's designated Campus Safety Survey Administrator and provides all campus crime statistics as required by the United States Department of Education.

The Annual Security Report, which includes campus safety information and annual crime statistics, is available on our Clery Act & Emergency Response Guide webpage. For a hard copy, contact the Office of Public Safety.

Contact Information

Auburn Campus
315-294-8411

Fulton Campus
315-593-9367

The Centers for Student Engagement and Academic Advisement

Choosing a major, making decisions about transfer, and deciding on a career path are just some of the decisions college students face. The Centers for Student Engagement and Academic Advisement offers various advisement services that help guide students and alumni as they search for information and make decisions.

Contact Information

Auburn Campus: 315-294-8523
Fulton Campus: 315-593-9394
studenteng@cayuga-cc.edu

Academic Advising

Academic Advisement is the ongoing process of learning about your course and degree requirements, understanding college policies and procedures, and developing and implementing a plan to meet your academic goals. This process involves meeting with your academic advisor each semester or more frequently as needed. Academic advisors help students select courses each semester and offer advice on academic matters. All full- and part-time students are assigned an advisor each semester. Ordinarily, the same advisor serves during the student's stay on campus as long as the major is not changed. Students who wish to change their major or advisor should contact the Centers for Student Engagement and Academic Advisement.

Applied Learning

A student engaged in Applied Learning activities at Cayuga may take part in:

- Internships, field experiences, and practicums

- Service Learning

- Entrepreneurship

- Creative Projects

- Travel Study and cultural immersion

Course sections that are applied learning are designated "**AL**" and will appear that way during registration and on student transcripts. An "**AL**" designation is just that, a designation. It does not change the ability of the student to transfer the course credit if it is transferable to another institution, nor does it change the course designation. Prospective students who are currently employed may be able to obtain transfer internship credit for their work experience, depending on their degree program. Contact the Coordinator for more information.

Students who have previously been convicted of a felony are advised that their prior criminal history may impede their ability to enroll in certain courses, complete the requirements of certain academic programs and/or to meet licensure requirements for certain professions. Students who have concerns about such matters are advised to contact the dean's office of their intended academic program.

Career Services

Services supporting career planning and job search through Cayuga's Centers for Student Engagement and Academic Advisement include:

- Online job and internship postings for students and alumni

- Annual job and career fairs

- Career counseling, research, and information about employers

- Individual assistance and workshops in résumé writing, interviewing techniques, and networking

- Workshops and presentation

Academic Coaches

Academic Coaches provide outreach and support to students as they transition to Cayuga Community College. They work with all first-time students to create a schedule and begin the process of getting oriented to the College. They are available to answer questions, assist with registration and advisement, and provide resources and information. Advocates also actively reach out to new students, conduct class visits, and plan programs throughout the semester to support student success and engagement.

Transfer Services

Any student planning to transfer to a four-year college upon completing associate degree requirements should know the procedures necessary for a smooth transition. Transfer is a relatively straightforward process. However, students seeking specialized programs should choose their course of study at Cayuga carefully to minimize future difficulties. It is advisable to begin transfer services during the first or second semester to apply for transfer during the third semester.

Consultation is available from the College's Coordinator for Transfer and Articulation in the Centers for Student Engagement and Academic Advisement and/or other faculty members. Students planning to transfer into a teacher education program should consult with the Centers for Student Engagement and Academic Advisement on their plans as soon as possible after registering for classes at Cayuga.

The likelihood of gaining admission to a particular program of study at another institution depends on:

- Choice of the appropriate course of study at Cayuga

- Number of applications for a particular major at the senior college

- Grade point average at Cayuga (institutions and majors in high demand are more competitive and require a higher grade point average for admission)

SUNY applications are available online. A student may apply to four SUNY units with one application. A New York State resident who is obtaining a Cayuga associate's degree and transferring directly to a SUNY baccalaureate campus may apply to up to four SUNY units with a waiver of the $50 per-unit application fee. Transcripts of grades must be sent from the Registrar's Office at Cayuga directly to the undergraduate admissions office at the college(s) to which the student is applying. Students who have attended colleges in addition to Cayuga must request that those colleges also send transcripts.

For private or out-of-state colleges, contact the director of admission at the educational institution and request a catalog and application forms for transfer students. College catalogs are available on campus for student use in the Centers for Student Engagement and Academic Advisement.

Admissions counselors from four-year colleges throughout the state visit the campus periodically to recruit students and assist in the transfer process.

Veteran Services

Cayuga Community College welcomes veterans as an asset to our college community. We seek to ensure a successful transition from military service to college entry through degree completion. Each semester, we host a veteran welcome session during orientation to explain the various veteran-specific student support services available through the college.

Cayuga's VA School Certifying Official is available to assist veterans with their educational benefits compliance issues and refer them to other College resources specific to their needs. All students on either campus are invited to join an SVA-affiliated Veterans Club.

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA.

This school will not:

- Prevent nor delay the student's enrollment;

- Assess a late penalty fee to the student;

- Require the student to secure alternative or additional funding;

- Deny the student access to any resources available to other students who have satisfied their tuition and fee bills to the institution, including but not limited to access to classes, libraries, or other institutional facilities.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;

- Provide a written request to be certified;

- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

Contact Information

Debbi Purcell
VA Certifying Official
Community Education and Workforce Development
315-294-8841
purcell@cayuga-cc.edu

Emily Cameron
Director
Community Education and Workforce Development
Veteran's Programming and Initiatives
315-294-8527
emily.cameron@cayuga-cc.edu

Admissions

In this section:

- Admission to Cayuga
- Placement Testing
- Transfer Policy
- Prior Learning Credit
- Nursing Program
- International Students
- Matriculated vs. Non-Matriculated
- Registering for Courses
- Readmission

Admission to Cayuga

Admission to Cayuga Community College is open to all graduates of an accredited and/or registered high school or to those who have received a state-issued HSE or GED diploma. Once formally accepted into a degree program, students can register for classes as part-time (less than 12 credits) or full-time students (12 credits or more). In order to receive financial aid, students must be accepted and matriculated into one of Cayuga's degree programs.

Some majors have special admission procedures and entrance requirements. Admission into these programs is based on factors such as completion of required prerequisites, grade point average, high school record, essay, and professional references.

Contact Information

Gabriela Lozanova
Director
admissions@cayuga-cc.edu

Toll Free: 1-866-598-8883
Fax: 315-283-2075

The Admissions Process

Step 1: Choose a Major

Cayuga offers over 40 degree programs housed within five academic schools.

Step 2: Select a Campus

Once you have decided on a degree program, you will need to select a campus. The Auburn campus is located in Auburn, NY, and the Fulton campus is located in Fulton, NY. We also offer many degree programs that can be completed entirely online.

Most programs are offered on each campus, and some programs are offered on select campuses. Contact Admissions for more details by emailing us at admissions@cayuga-cc.edu.

Step 3: Submit Your Application

It is recommended that you apply online. You will be required to enter your Social Security number and have a valid email address. Failure to submit your SSN will impact your eligibility for financial aid. Social Security numbers are also required for Federal Tax Reporting purposes. State University of New York (SUNY) policy prohibits Cayuga Community College admission applications from inquiring into an applicant's prior criminal history. After acceptance, the College shall inquire whether the student has previously been convicted of a felony if such an individual seeks participation in clinical or field experiences, internships, or study abroad programs. The information required to be disclosed under SUNY policy regarding such felony convictions shall be reviewed by a standing campus committee consistent with the legal standards articulated in New York State Corrections Law.

We ask that you select at time of application your anticipated part-time or full-time studies, however you can make that decision at the time of registration. Cayuga's application is free and easy to complete.

Step 4: Send Additional Documents

Request and submit the following documents to the Admissions office (see the address below):

- Request an official transcript from your high school. If you have received a High School Equivalency Diploma (GED/TASC), please send a copy* of the diploma and your scores. High school transcripts must be sent directly from your high school to be considered official. They can be sent through your school's electronic service, by email to admissions@cayuga-cc.edu, or by postal mail.

- Homeschool students must submit one of the two documents:

- An official letter on district letterhead sent directly from the relevant district superintendent certifying the student has completed the equivalent instruction for a high school diploma pursuant to Section 100.10 of the Regulations of the Commissioner of Education.

- A completed SUNY Cayuga Community College Home-School Superintendent Sign-Off Form to be sent directly from the relevant district superintendent's office.

- If available, submit an official Advanced Placement score report, CLEP scores, or International Baccalaureate exam results.

- Request official transcripts from each college attended, including college courses taken in high school, be sent to the Admissions Office at the same address.

- If your high school diploma was from outside the United States, submit a National Association of Credential Evaluation Services (NACES).

Educational Credential Evaluation from an accredited agency listed below:

- The New York State Department of Education does not recognize a high school program of correspondence study completed by a New York resident. Therefore, based on this policy, Cayuga Community College cannot accept completion of correspondence school online study as the equivalent of a high school diploma for New York State residents.

- If you received an Individualized Education Program (I.E.P) Diploma or a CDOS Commencement Credential or earned your high school diploma online, please contact the Admissions Office at 1-866-598-8883.

* The Admissions Office reserves the right to request Official GED transcripts and diplomas if we are unable to verify the authenticity of a copy.

Admissions Mailing Address

197 Franklin Street
Auburn, NY 13021

The Admissions Office at Cayuga Community College can be reached by phone at **1-866-598-8883** or via email at admissions@cayuga-cc.edu.

Step 5: Application Review and Evaluation

Cayuga has open rolling admission. Completed application files for Fall and Spring terms are reviewed in the order they were received by the Admissions Office. The Nursing application review window is from October 1 to January 15 each year. Admissions Decisions are delivered via email. We recommend that students considering Cayuga Community College attend an information session, Open House, or schedule a campus visit to see why Cayuga is the right fit for you.

Placement Testing

The Admissions Office completes Mathematics and English course placement through official transcript review. Completing a placement test may be necessary at the discretion of Admissions and to challenge the placement level. Guidelines for placement are set by Cayuga Community College mathematics and English faculty. Guidelines for math placement include a review of high school mathematics grades, transferring equivalent college mathematics courses from an accredited institution, or completing a mathematics placement test. Guidelines for English placement include the review of high school grade point averages, transferring equivalent college English courses from an accredited institution, or completing an English placement test.

Cayuga's Admissions Office will notify students at the time of acceptance if testing is required. **NOTE:** Acceptance by the College does not guarantee admission into any given degree program. You may be required to take additional preparatory coursework before acceptance into a specific program. Advisement regarding special preparation will be done during the registration process. However, you are encouraged to meet with an admissions representative to discuss any special preparation needed.

Students interested in Honors Study should meet with an Admissions Representative or an Academic Coach.

> **NOTE:** For more information regarding academic success services, visit our website for updates and contact information.

Transfer Policy

The Registrar's Office is responsible for evaluating all official college transcripts from students wishing to apply previous college coursework to current degree or certificate programs.

The process is as follows:

1. Official academic transcripts from post-secondary institutions accredited by the New York State Education Department or a regional or national accreditation agency recognized by AACRAO, are evaluated for transfer credit.

2. Official test scores, as recognized by the American Council on Education (ACE), are evaluated for applicable transfer credit.

3. Only courses with a grade of C- (or higher) or a numeric value of 1.7 (or higher) that meet the student's program of study requirements will be considered for transfer into Cayuga and appear as transfer credit on official academic transcripts. (No grades from previous colleges will be displayed or calculated into the student's cumulative grade point average at Cayuga).

4. Credit transferred will be converted to semester hours, and when a partial credit hour results from the conversion, it will be rounded down to the nearest whole credit.

5. To receive a certificate or degree from Cayuga Community College, 50% of the required credits must be earned at Cayuga.

Upon review of your transcript(s), credits accepted for transfer into a Cayuga degree program may be viewed in your myCayuga account using your C-number and password. Contact the Help Desk if you have questions about myCayuga access. If you wish to challenge this review, you may do so by contacting the Registrar's Office. You may be asked to submit a course description and course syllabus for review by the appropriate division chair to determine whether the course is similar in content to a Cayuga course. The division chair will render a decision to the Registrar's Office.

> **Note:** Transfer credit for Early Childhood or Education course credit will only be granted after the transcript is reviewed by the Education Coordinator or Division Chair.

Student Transfer Appeal Process

If you do not agree with Cayuga's decision on the granting or placement of credit that you earned at a prior SUNY institution, you have the right to submit an appeal to the Registrar's Office.

Visit the SUNY Student Appeal Process page for more information.

Prior Learning Credit

Academic Credit by Evaluation of Certificates, Military and Workforce Development Trainings and Credentials, Challenge Exams, and Published Exams

Cayuga Community College recognizes and encourages Credit for Prior Learning (CPL) as a valid way for students to document college-level learning outside of traditional college coursework. CPL recognizes non-credit training and knowledge acquisition; it increases access to and success in higher education by decreasing time to degree completion that may result in cost savings for the student. Cayuga has established policies and procedures that enable students to earn academic credit toward associate degree completion through CPL. Each CPL method by which Cayuga accepts credits has an individual, detailed policy. Some degree programs may have more stringent requirements and students should consult with the CPL coordinator or designee prior to pursuing a CPL method for acquiring credit.

The standards for CPL transfer credits are listed below:

1. Credit will only be granted for courses meeting current degree requirements for the program in which the student is matriculating. A student may, however, request a "what-if analysis" to determine what effect changing their degree/major would have on total credits accepted. Depending on the degree program, CPL may or may not apply regardless of successful completion of the CPL process.

2. The number of CPL credits awarded is based on the transfer policy stated in the College catalog.

3. There may be fees associated with the CPL process. CPL fees are available in the College catalog and the College's tuition and fee schedule.

4. CPL will be clearly noted on student transcripts as transfer credit.

5. SUNY institutions may not reject transfer credits solely based on the fact that credits were obtained through CPL. However, there may be limitations, and students are advised to check with the transferring institution before proceeding. It is the responsibility of the student to discuss transfer potential with their intended transfer institution.

Types of CPL allowed:

A. Credit by Evaluation of Credential Review

POLICY

Cayuga defines Credit by Evaluation of Credential Review as college credit earned through documentation of college-level learning gained through employment or extensive experience in a specific field. The student must demonstrate knowledge or show evidence of satisfactory participation in and completion of workplace job-training and/or military programs, licenses and/or certifications that match the depth and rigor of student learning outcomes of academic courses offered at Cayuga.

1. Accepted credentials must be current and issued by a recognized organization.

2. Third-party reviews by the American Council on Education (ACE) and the National College Credit Recommendation Service (NCCRS) are accepted. Student veterans and active-duty military may earn academic credit from military training documented in American Army Registry Transcripts (AARTS) and Joint Military Transcripts, from the Community College of the Air Force and the Coast Guard Institute, or a DD-214 form.

3. The College reserves the right to disallow credit by credential review in any program where to accept such credit may not be in the best interest of the student's ability to complete a specific degree due to the sequential nature of specific course material embedded in these programs.

PROCEDURES

Check the college website to see if your credential is currently accepted.

- For currently accepted non-credit credentials, a student must present their Workforce transcript or current credential to Cayuga Admissions.

- Admissions forwards credentials documents to Registrars for evaluation and posting of any applicable transfer credit.

- If a student decides to pursue CPL for a credential that is not currently accepted, the student will submit a CPL application to the CPL coordinator/designee. In cases for which no precedent exists, the appropriate division chair and college provost will be consulted for approval. The student will be notified of their decision by the CPL coordinator/designee. If credit is approved by the division chair and provost, the Registrar will post applicable transfer credit on the student's permanent transcript.

B. Credit by Evaluation of Challenge Exams

POLICY

If there are no nationally recognized exams that fit the course description, departmental challenge exams may be offered for transfer credit at the discretion of the department. Challenge exams are defined as exams that a student may take to challenge a specific course by demonstrating competency in all of the learning outcomes of that course.

1. Students must be matriculated in a degree, certificate, or a micro credential to be eligible to take a challenge exam.

2. Candidates may not take an examination at a level of subject proficiency lower than that which the candidate has already passed.

3. Candidates may not repeat challenge examinations which they have failed.

4. Candidates may not take department examinations in courses which they have failed at Cayuga or any other college within the past five years.

5. Students may **not** repeat any course which they have successfully challenged.

6. No grade lower than C- will be recognized for credit.

PROCEDURES

1. A student who intends to request Credit by Challenge Examination must first consult the College catalog for updated fee information and then consult with the CPL coordinator/designee to express their interest in

pursuing Credit by Challenge Examination.

2. The student must provide a copy of their academic record to the CPL coordinator/designee who will consult with the appropriate division chair for consideration.

3. If an examination exists and permission to take the exam is granted by the division chair, the student and CPL coordinator/designee will complete an application form and review the payment process. After payment, the division chair will assign a faculty member to schedule, administer, and correct the examination.

4. The faculty member who administers the examination or the division chair must submit the grade and course credit hour report to the Registrar's Office.

C. Credit by Published Exams

POLICY

The policy on Credit by Published Examinations regulates the awarding of transfer credit by standardized published examinations. Standardized examinations are defined as those exams given by nationally recognized agencies that determine comprehension of subject matter corresponding to a single college course. Credit will only be awarded for published examinations recommended by organizations nationally recognized for their expertise in evaluating college-level learning gained outside a traditional college course. Credit will be awarded if the specified minimum performance levels are met and the exam is applicable to a student's degree program.

PROCEDURES

1. For a list of accepted published exams and test scores, students should consult with an advisor. All acceptable published exams are posted on the college website.

2. Students must have their scores sent directly to Cayuga Admissions. Admissions will forward the score report to the Registrar's Office for evaluation and posting of any applicable transfer credit.

3. If a student decides to pursue CPL for a published exam that is not currently accepted, the student will submit a CPL application to the CPL coordinator/designee. In cases for which no precedent exists, the appropriate division chair and college provost will be consulted for approval. The student will be notified of their decision by the CPL coordinator/designee. If credit is approved by the division chair and provost, the Registrar will post applicable transfer credit on the student's permanent transcript.

Admission to the Nursing Program

The Nursing program at Cayuga Community College prepares the student for entry into the profession of Nursing.

Upon graduation, students receive the Associate in Applied Science degree in Nursing and are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The overall NCLEX-RN passing rate for Cayuga nursing students is consistently exceptional and exceeds state and national averages. For program achievement information

The curriculum offers a balance of courses in general education and nursing. Students are provided with the theoretical knowledge and clinical practice needed to provide nursing care for individuals throughout the life span. Learning experiences are provided in the classroom, nursing laboratory, and a variety of clinical settings.

Nursing education is available at both the Auburn and Fulton campuses. Both programs admit students every Fall semester. Employment opportunities for entry-level graduates include hospitals, ambulatory care, skilled nursing facilities, and community agencies.

Contact Information

Mary Driscoll
Director of Nursing
315-294-8684
driscollm@cayuga-cc.edu

Program Accreditation

Cayuga's Nursing program is fully accredited by the **Accreditation Commission for Education in Nursing (ACEN)** and **Registered by the Office of Professions, NYSDE**

> 3390 Peachtree Road, Suite 1400
> Atlanta, GA 30326
> 404-975-5000
> https://www.acenursing.org/

> Office of the Professions
> New York State Education Department
> 2nd Floor, West Wing, EB
> 89 Washington Avenue
> Albany, NY 12234
> HEGIS Code: 5208.10

Admission Requirements

Admission to the nursing program is a selective and competitive process. Decisions are made by members of the nursing faculty working together with the admissions office. They are based on high school or college grade averages, grades in required science, chemistry, and math courses, a personal essay, and references.

The following prerequisites must be completed before applying to the Nursing program:

- High school or general equivalency diploma (GED/TASC)

- Official College transcripts (if applicable)

- Algebra math proficiency:
  NOTE: Math placement more than 5 years old or out-of-state, placement will be determined by the Math Coordinator

  - Testing or placing into Cayuga's MATH 102 (Intermediate Algebra) or higher or

  - Completion of Cayuga's MATH 099 (Elementary Algebra) or higher with a minimum grade of C (or 70%) or

  - Completion of pre-calculus or higher in high school with a minimum grade of C (or 70%)

- Satisfactory completion (C or 70%) of high school or college biology
  NOTE: we do not accept CHEM 151 from Onondaga Community College (OCC) without the 1 credit lab component

- Satisfactory completion (C or 70%) of high school chemistry (Regents or General) or college Chemistry 101 (CHEM 103 or equivalent)

- Minimum cumulative GPA or overall high school average of 75% or 2.5

- Applicants must submit two professional references using the Department of Nursing's Professional Reference Form

- English language proficiency as demonstrated by compliance with a minimum required TOEFL or NYSESLAT score, required if English is not the first language. Applicants whose native language is not English, click here for more information.

- May be required to consent to drug testing upon request by the College or affiliating clinical agency

- Background check required for clinical

- An interview may be required

Important Information

- Applicants are strongly encouraged to attend a **Nursing Information Session**.

- Technical standards are abilities and behaviors that a nursing student must be able to perform to function in a safe manner. It is essential that students of nursing possess and maintain **the following functional requirements**, with or without reasonable accommodations.

- Admission to the Nursing Program is a two-application process.

- Applicants must fill out the **Admissions Application** and a **Nursing Admission Application**. Completion of these two applications is free of charge and does not guarantee admission to the program. **NOTE:** If you have already attended Cayuga as a matriculated student, contact the Center for Student Engagement and Academic Advisement at **315-294-8523** or studenteng@cayuga-cc.edu before completing an additional Admissions Application.

- Send all official transcripts to the Auburn Admissions Office.

- Applicants will be notified of the acceptance decision in March for fall admission.

- Applicants not accepted may be placed on a waitlist; high school students (only) may receive a deferral option.

- Applicants not accepted must reapply to be considered for admission the following year.

Health Requirements

After being accepted into the Nursing program, the student must show evidence of the following by July 1:

- Completed physical exam and updated annually. The health record must show no physical condition which would limit the safe performance of Essential Functions and Abilities. **See "Nursing Students – Health Report Form"** to download the required form.

- Completed Mantoux test and immunization records

- Compliance with New York State health requirements

CPR Requirement

The student must hold CPR certification for the **Professional Healthcare Provider** throughout the program. We only accept courses taken through the American Heart Association or American Red Cross, which include Basic Life Support (**BLS**) for adults, infants, and children. Certification is valid for two years. Online certification or re-certification is accepted only if a competency demonstration is performed in person.

NOTE: "Heart Saver" and "Community CPR" do NOT meet the CPR requirement. An eCard or paper copy of CPR certification must be submitted to the Nursing Education office by August 1.

Transfer Into the Program

Students requesting a transfer from another Nursing program must:

- Satisfy the admission criteria stated under the Admission Requirements section.

- Submit a **Nursing Transfer Request form** to the Director of Nursing at driscollm@cayuga-cc.edu before October 31.

- The only nursing course that may be accepted for transfer is NURS 101 pending review of course syllabus. A minimum grade of C+ (77) is required for NURS 101 credit transfer. Nursing course must be completed within 1 year of transfer request.

- Apply for admission through the **Admissions Office by October 31**.

- Complete the **Nursing Department Skill Competency Evaluation** with a grade of satisfactory.

- Complete nursing clinical review course with a passing grade.

Transferring Into a Bachelor's Degree Program

Cayuga Community College has articulation agreements with a number of baccalaureate nursing programs. For information on these, contact the Director of Nursing at driscollm@cayuga-cc.edu.

A prior felony conviction may hinder a student's ability to enroll in a course or complete the requirements of certain academic programs and/or meet the criteria for licensure required by certain professions.

Program Progression

- A minimum passing grade of 77 (C+) must be achieved in each Nursing course. A grade less than C+ is considered an unsuccessful attempt.

- A "Satisfactory" clinical grade must be achieved in each clinical Nursing course.

- A minimum passing grade of C+ is required in BIOL 203, 204, and 216 courses.

- A student is limited to one W or unsuccessful attempt in any clinical Nursing course (NURS 101, 102, 214, 215, 216, 217). A second W or unsuccessful attempt in any clinical Nursing course will result in dismissal from the program.

- All required Nursing courses (except NURS 101) must be taken at Cayuga Community College.

- The following grading system is used by the Nursing faculty:

Letter Grade	Numerical Grade
A	93–100
A-	90-92
B+	87–89
B	83-86
B-	80–82
C+	77–79
C	73-76
C-	70-72
D+	67-69
D	63-66
D-	60-62
F	less than 60

- A student receiving a W or a grade less than C+ in NURS 101 must reapply for admission to the Nursing program in accordance with specified application deadlines.

- A student receiving a W or a grade less than C+ in NURS 102, 214, 215, 216, or 217 must apply for re-entry to the program through the director of Nursing (email Mary Driscoll, Director of Nursing at driscollm@cayuga-cc.edu). The student must schedule a meeting with the director of Nursing three months prior to the course start date. Academic counseling will be initiated to develop a success plan. Re-entry is granted on a space-available basis and upon compliance with the re-entry procedure.

- A student seeking re-entry to the Nursing program must meet program policies in effect at the date of re-entry.

- Nursing courses must be completed within three years of starting NURS 101

Nursing Degree Program Requirements

The following curriculum represents the Nursing course sequence and minimum requirements for the A.A.S. degree in Nursing (total of 64 credit hours).

COURSES		CREDIT HOURS
FIRST SEMESTER		
ENGL 101	Freshman English I	3
NURS 101	Fundamentals of Patient Care	8
BIOL 203	Anatomy and Physiology I	4
SUB-TOTAL		15
SECOND SEMESTER		
NURS 102	Nursing in Physical/Mental Health I	8
NURS 210	Health Assessment	1
SOC 101	Introductory Sociology	3
BIOL 204	Anatomy and Physiology II	4
SUB-TOTAL		16
THIRD SEMESTER		
NURS 214	Family/Community Nursing I	4
NURS 215	Nursing in Physical/Mental Health II	4
BIOL 216	General Microbiology	4
PSY 101	Introductory Psychology	3
SUB-TOTAL		15
FOURTH SEMESTER		
ENGL 222	Effective Speech: Group Discussion	3
NURS 216	Family/Community Nursing II	4
NURS 217	Nursing in Physical/Mental Health III	4
NURS 203	Trends in Nursing	1
NURS 207	Pharmacology	3
PSY 212	Developmental Psychology	3
SUB-TOTAL		18
TOTAL CREDIT HOURS		64

Legal Limitations For RN Licensure

There is a requirement that the applicant for the licensure exam is of "good moral character." Applicants should be aware that eligibility for licensure as a registered nurse in New York State by persons who have been convicted of a crime (felony or misdemeanor) or have charges pending in any state or country will be determined through an investigation by the New York State Education Office of Professional Discipline. Refer to www.op.nysed.gov/ for specific criteria.

Graduation Requirement

The candidate for the Associate in Applied Science degree in Nursing must meet the following requirements:

- Completion of 64 credits

- A cumulative average of no less than 2.0 and a minimum grade of "C+" in each Nursing and Biology course.

Essential Functions and Abilities

These are abilities and behaviors that a nursing student must be able to perform to function safely. It is essential that students of nursing meet the functional requirements with or without reasonable accommodations. Download the Nursing Technical Standards.

Admission as an International Student

Any applicant who is not a U.S. citizen or resident alien is considered an international student. Due to the length of time required to process international admissions credentials, early application is encouraged. The College must receive the necessary requirements (academic, financial, and linguistic) by July 1st for the Fall semester and by November 1st for the Spring semester.

Contact Information

Cailin Cooper
Admissions Representative, Designated Student Officer
315-294-8609
ccooper14@cayuga-cc.edu

Academic Records

F-1 Visa Applicant Students may be admitted to the College for fall or spring term. Basic requirements shall include the following:

- Applicant must be a high school graduate. Students with foreign high school credentials must submit an official evaluation of their high school transcript and diploma. Evaluations are accepted only by NACES Members (National Association of Credential Evaluation Services). Applicants must complete all applications and correspondence in English.

- Transfer applicants must provide official transcripts from all previously attended institutions. Transfer credit for previous college-level coursework completed outside of the USA, should be evaluated by an approved NACES member or any other organization recognized by the College Registrar, and sent directly to Cayuga Community College. All transfer applicants must complete and submit the SEVIS Transfer-In Verification Form.

Photo Identification

International Students must provide a copy of an official government-issued form of identification, such as a passport, to confirm identity.

English Proficiency

Applicants whose native language is not English are required to demonstrate an acceptable level of English language proficiency. Proficiency must be demonstrated with official scores submitted to Cayuga based on one of the examinations below.

Exam/Transcript	Required Score
TOEFL (Internet Based) **Cayuga TOEFL Code: 2010**	Minimum 71
IELTS	6.0
CEFR	B2
Duolingo	100

IB English H Level A1	4
IGCSE First Language English	C
Cambridge English Proficiency (CPE)	180
AP English Language/Comp or Literature/Comp	3
A-Levels (English)	C
ACT English	19
SAT English	480
NYSESLAT Level	Commanding

At this time, Cayuga Community College does not offer English as a Second Language (ESL) courses.

Foreign Student Financial Statement

REQUIRED FOR F-1 STUDENTS

F-1 visa applicants are required to demonstrate that they have financial resources to cover all of their educational expenses while attending Cayuga Community College.

The Foreign Student Financial Statement must be completed and accompanied by current notarized bank statements supporting the information reported on the form. Applicants must demonstrate the financial resources to support themselves during their stay in the United States, as well as transportation expenses to return to their home country.

Your proof of funding documents will depend on sponsor type.

1. **Personal or Family Sponsor:** Bank statements for each sponsor showing at least 6 months of balances and activity. A letter from the bank or a single balance statement IS NOT sufficient.

2. **Business Funds:**

    1. If you are receiving funds from a business account, you must provide the business registration, which states the name(s) of the business owner(s).

    2. Also provide a Profit/Loss statement, usually included in the business tax documents.

3. **Government or Employer Sponsor:** If you are receiving funding from a government or employer, please provide a letter from that source stating the amount awarded to you and the duration of support.

4. **Loans:** Official letter from credit institution indicating approval of loan and amount approved.

NOTE: Financial Aid and Scholarships

Cayuga Community College has **NO** financial aid or scholarships available for international students. Students must demonstrate ability to pay for their total educational and living expenses for their entire enrollment at Cayuga.

International Student Health Insurance

It is the policy of Cayuga Community College that all International students (F-1) carry mandatory comprehensive health insurance coverage. All F-1 students will be automatically enrolled in the required UnitedHealthcare international student health insurance set forth by the State University of New York.

International Program (Option 41, 42, 44)	Period of Coverage	Total Cost To Student
Annual	August 15, 2025 – August 14, 2026	$ 2,164.37
Fall	August 15, 2025 – January 14, 2026	$ 906.45
Spring	January 15, 2026 – June 14, 2026	$ 896.35
Spring/Summer	January 15, 2026 – August 14, 2026	$ 1,257.92
Summer/Short-Term	May 15, 2026 – August 14, 2026	$ 544.88
Monthly		$ 180.36
16 Day Rate		$ 95.07
Daily		$ 5.94

F-1 Student Visa

International students who wish to enroll in Cayuga Community College are required to obtain an F-1 visa. If the applicant meets all the necessary requirements above, an official letter of acceptance will be e-mailed to the applicant. The letter of acceptance and the I-20 must be presented to the United States Consulate or Embassy with a valid passport and all other required materials in order to obtain an F-1 student visa, which will allow the student to enter the United States.

Payment Information

First Semester Tuition Deposit

NOTE: The first semester's tuition and fees are due after registering for classes, in accordance with the published semester payment deadline. Students may pay with cash, wire transfer, (Flywire – tuition payment process which allows students to pay from any country and any bank) or a valid Visa or MasterCard.

Flywire – International Student Payments

Cayuga Community College has partnered with Flywire to streamline the tuition payment process. Flywire allows you to pay from any country and any bank. They offer excellent foreign exchange rates, allowing you to pay in your home currency (in most cases). Students can track the progress of their payment throughout the transfer process via a student dashboard and be notified via email when their payment is received.

Students need their Student ID (your C-number) to submit payment to Flywire.

Matriculated vs. Non-Matriculated

The following provides definitions of a "Matriculated" and "Non-Matriculated" student.

Matriculated Student

A matriculated student is one who has applied for and been accepted into a specific degree program or certificate through the Admissions Office and has been formally accepted as a candidate for a degree or certificate. Matriculated students in good standing may take up to 19 credit hours each semester. If a student wishes to enroll in more than 19 hours each term, a Division Chair must review the student's history and planned course load before approving an increase in the maximum load permitted each term. A matriculated student may apply for financial aid. Students must maintain good academic standing to keep their matriculated status. A student must be matriculated to apply for graduation.

Non-Matriculated Student

A non-matriculated student is one who would like to take a few classes at the Cayuga but is not interested in enrolling in a degree program at this time. Non-matriculated students may enroll in up to 11.5 credits each semester. Financial aid is not available to non-matriculated students. If a non-matriculated student would like to take 12 credits or more each term, they must apply to the College through the Admissions Office. A non-matriculated student has yet to be accepted for admission to the College or has lost matriculation. Courses a non-matriculated student takes may later count toward a degree; however, the student will not be eligible for financial aid.

Exceptions

High school students may enroll in more than 11.5 credits per term with the recommendation of their respective school counselor or administrator and the approval of the Director of Admissions.

The Director may make other exceptions to this policy of Admissions.

Pursuant to Our Admission Policy

To matriculate only those who possess a certificate of graduation from a school providing secondary education or the recognized equivalent of such a certificate as stated in the federal Title IV regulation for students who enroll in a program of study on or after July 1, 2012. In other words, only those applicants who meet the high school graduation criteria as set by the Higher Education Act (a "certificate of graduation from a school providing secondary education or the recognized equivalent of such a certificate") would be admitted to the College (matriculated) with the following exceptions.

Admission Exceptions

These would apply to admission (matriculation) to the College only and do not apply to eligibility for Federal Financial Aid. The Director of Admissions would communicate this to the Director of Financial Aid to ensure that aid is distributed correctly, and the student would receive an alternate acceptance letter indicating ineligibility for Federal financial aid. All exceptions must satisfy the criteria for a 24-credit-hour New York State GED/TASC to receive a degree from Cayuga Community College.

- Those homeschooled students who cannot or will not submit a Superintendent's letter of substantial equivalency will be evaluated on a case-by-case basis.

- Foreign student credentials would continue to be evaluated using an organization approved by NACES (National Association of Credential Evaluation Services) or any other organization recognized and endorsed by the College Registrar. Applicants who cannot provide appropriate documentation will be advised to earn a GED/TASC or equivalent prior to admission to the College. Those who cannot or will not be evaluated case-by-case.

- Students who earn an IEP and local diploma would be considered eligible to earn a degree on a case-by-case basis, but they would be required to pursue a GED/TASC as their best insurance for further education if they earned an IEP diploma/CDOS Credential.

- Other exceptions, as determined by the Director of Admissions in accordance with the College's policies and guidelines, may also apply.

Registering for Courses

Whether you register as a full-time or part-time student, you must be matriculated into a degree program to be considered for financial aid. To be regarded as a full-time student, you must be registered for a minimum of 12 credits during the semester. If you register for "late start" classes, please check with the Financial Services Office or Admissions Office to ensure it is in line with the requirements for full-time status.

Contact Information

Shannon M. Patrie
Registrar
Auburn Campus: 315-294-8516
Fulton Campus: 315-593-9395
registrar@cayuga-cc.edu

Late Registration

Please see the website for Dates and Deadlines.

Tuition and Fees Assistance

Some employers provide tuition assistance for their employees. Inquire through your employer's human resources office. Your tuition may be deferred based on specific financial aid awards, such as TAP and Pell. Under special circumstances, outside agencies and companies providing tuition assistance to their employees may be billed at later dates. Deferred costs will be paid by the first aid disbursed to the student.
If you do not qualify for these types of aid, you must pay tuition and fees by the date shown on your bill.

Visit our Financial Services Office webpage for federal, state, and Cayuga financial aid programs.

Registering as a Continuing Student

Continuing students register for courses following academic advisement from their assigned advisors. View our list of Academic Advisors. You can find your assigned advisor on your transcript or your Degree Evaluation (both available in myCayuga). A period of advisement and registration is held each semester to give current students first choice of classes for the next sessions. See our Academic Calendar.

Current Cayuga students may self-register online in myCayuga or make an appointment with an academic advisor.

Self-register through myCayuga if you attended in the prior semester:

1. Log into myCayuga

2. Click **Registration**

3. Click **Add or Drop Classes**

4. Select **Term**

5. Click **Submit**

6. Search for CRN numbers on the registration screen

Students can also visit the Registrar's Office or make an appointment with an Academic Coach at The Centers for Student Engagement and Academic Advisement on the Auburn or Fulton campus.

If you utilized Financial Aid funds, consult with the Financial Services Office before changing from full-time to part-time status.

Readmission

If you have been a student in the past **but not the previous semester**, you must apply for readmission. Complete and submit the Admissions Application and indicate you are a **Re-Admit applicant** when prompted.

You can also apply for readmission using the Readmission Form, available from The Centers for Student Engagement and Academic Advisement.

Cost of Attendance

The Cost of Attendance section includes the following:

- Tuition and Fees

- Residence Requirement

- Billing for Tuition and Fees

- Refund Policy for Credit Courses

Tuition and Fees

At Cayuga Community College, a proud member of the State University of New York (SUNY) system, we are committed to providing high-quality education at an affordable cost. As a two-year community college, we offer competitive tuition rates and various financial aid options to ensure you can achieve your academic and career goals without excessive debt.

Tuition and fees are subject to change at the discretion of the College Board of Trustees.

Contact Information

Angie Usowski
Bursar
Auburn Campus: 315-294-8470
Fulton Campus: 315-294-8470
financialservices@cayuga-cc.edu

Full-Time Students

FULL-TIME – 12 OR MORE CREDITS PER SEMESTER *	Cost
Cayuga County Resident Tuition	$2,724 / semester
Out-of-County NYS Resident Tuition (with Certificate of Residence)	$2,724 / semester
Out-of-State or Out-of-Country Tuition	$5,448 / semester
Activity fee (excludes Intersession)	$17.00 / credit hour
Technology Fee (all students)	$30 / credit hour

* To register for more than 19 credit hours, permission from the Division Chair is required.

Part-Time Students

PART-TIME STUDENTS (1–11.5 CREDIT HOURS / SEMESTER)	Cost
Cayuga County Resident Tuition	$227 / credit hour

PART-TIME STUDENTS (1–11.5 CREDIT HOURS / SEMESTER)	Cost
Out-of-County NYS Resident Tuition (with Certificate of Residence)	$227 / credit hour
Out-of-State or Out-of-Country Tuition	$454 / credit hour
Student Activity fee (excludes Intersession)	$17.00 / credit hour
Technology Fee (all students)	$30 / credit hour

Additional Fees

ADDITIONAL FEES	Cost
Online and Hybrid Course Fee (for courses conducted fully or partially online)	$25 / credit hour
Books and Supplies	Varies by course requirements
Cayuga Bound Textbook Program (excludes Intersession)	$27 / credit hour
Returned Check Fee	$20 / check
Culinary Arts Fee	$35 / credit hour
Science Lab Fee (on-campus science courses with lab)	$12 / credit hour
General Lab Fee (on-campus with lab)	$12 / credit hour
Health Program Fee	$77.50 / credit hour
Matriculation Fee (one-time fee for students accepted into a degree program)	$40
Official Transcripts	$10 plus applicable fees
CPEP (Cornell Prison Education Program)	$25 / credit hour

Nursing Student Fees

FEES FOR NURSING STUDENTS ONLY	Cost
Malpractice Insurance † (NURS 101-102, 214-215, 216-217)	$28 / academic year
Uniforms (for two years; purchased separately)	approximately $225
Exam Fee	$82
Nursing Pin (NURS 216)	$50
Health Program Fee	$77.50 / credit hour

International Students

NOTE: The first semester's tuition and fees are due after registering for classes, in accordance with the published semester payment deadline. Students may pay with cash, wire transfer, (Flywire – tuition payment process which allows students to pay from any country and any bank) or a valid Visa or MasterCard.

Direct Cost	Cost
Tuition	$ 10,560
Mandatory Fees, Books & Health insurance	$ 4,586
Total Direct Cost *	$ 15,146
Indirect Cost	**Cost**
Living Expenses **	$ 10,570
Transportation & Personal Expenses ***	$ 2,000
Total Indirect Cost	$ 12, 570
ESTIMATED YEARLY TOTAL COST †	**$ 27,716**

Additional expenses for remaining in the US and taking courses in the Summer will be calculated separately.

* Tuition and fees are based on 2024-2025 costs; additional fees may apply, subject to change
** Based upon 2024-2025 area housing rental costs students, **estimated costs include one plane ticket home at the end of the term**
*** Local bus transportation to and from college is free to Cayuga. See detailed information about international student health insurance in the next section
† The minimum amount of the **total cost** must be reflected in your Bank Statement and the Foreign Student Financial Statement (FSA-4 form)

International Health Insurance

It is the policy of Cayuga Community College that all International students (F-1) carry mandatory comprehensive health insurance coverage. All F-1 students will be automatically enrolled in the required UnitedHealthcare international student health insurance set forth by the State University of New York.

If you have questions about the health insurance for F-1 students, contact Gabriela Lozanova, DSO, at glozanov@cayuga-cc.edu.

International Program (Option 41, 42, 44)	Period of Coverage	Total Cost To Student
Annual	August 15, 2025 – August 14, 2026	$ 2,164.37
Fall	August 15, 2025 – January 14, 2026	$ 906.45
Spring	January 15, 2026 – June 14, 2026	$ 896.35
Spring/Summer	January 15, 2026 – August 14, 2026	$ 1,257.92
Summer/Short-Term	May 15, 2026 – August 14, 2026	$ 544.88

International Program (Option 41, 42, 44)	Period of Coverage	Total Cost To Student
Monthly		$ 180.36
16 Day Rate		$ 95.07
Daily		$ 5.94

Residence Requirement

You are a Cayuga County resident if you have resided in New York State for one year and in Cayuga County for six months immediately preceding the first day of classes.

If Financial Services has questions about your address, further proof of residence may be required. For more information, contact Financial Services at **315-294-8470**.

You are an out-of-county New York State resident if you have been a New York State resident for one year and have resided in a county other than Cayuga during the six months immediately preceding the start of classes. Your tuition bill will initially show the double tuition rate. View additional information about certificates of residence. You must obtain a Certificate of Residence and submit it with your payment.

The Certificate of Residence must be signed by your County Treasurer and must be dated within 60 days of the date that the student registered for classes. A certificate obtained for the fall semester is valid through the following spring and summer sessions, provided enrollment is continuous. If you are an out-of-county resident, you must submit a certificate each academic year. The Financial Services office must receive the Certificate of Residence within 30 days of the start of the student's first class.

You are an out-of-state resident if you do not fall in either of the two previous categories or are residing in the United States on a student visa (F-1, J-1) or a work visa (B-1, B-2), regardless of the length of time you have resided here.

If you are an out-of-county resident of New York State and you do not submit a current Certificate of Residence, or if you are an out-of-state resident, your tuition will remain at the double rate.

Billing for Tuition and Fees

If you are an accepted student, you will be billed before the beginning of the semester. All tuition bills are emailed to the student's Cayuga Community College email account.

The student email account information is located on the home page of the personal information tab in myCayuga. Please remember that your Cayuga email address is a valid and official method of College communication. Tuition bills can be paid by cash or check (to Cayuga Community College) at the Financial Services Office. Credit card payments must be made online through your myCayuga account. See Paying Your Tuition Bill.

Failure to pay the bill by the due date will result in de-registration of classes, and a hold will be placed on your account. Delinquent accounts will be forwarded to a collection agency. The collection agency will add a fee of up to 35% and report the account to credit bureaus. The student will be responsible for the balance due and any collection fees associated with the account.

Payment Plan

You can also pay tuition automatically through one of our payment plans offered through Nelnet Business Solutions. There are payment plans available for Fall, Spring, and Summer semesters. There is no plan available for Intersession. See Paying Your Tuition Bill, or call the Financial Services Office at 315-294-8470.

Refund Policy for Credit Courses

If you find it necessary to withdraw from College, you must complete a withdrawal form in consultation with a counselor and submit that completed form to the Registrar's Office.

Failure to attend class, notifying an office other than the Registrar's Office, or simply informing your instructor does not constitute an official withdrawal for refund purposes. You may not make a total withdrawal by leaving a voicemail. Tuition refunds are determined by the date Student Engagement or Financial Services receives the notification. All payments made with a credit card will be refunded to the credit card utilized for the payment.

The following refund schedules are for credit and non-credit developmental courses. The College does not provide refunds on medical grounds, and certain fees are not refundable. Check with Financial Services for detailed information.

Schedule 1(a) – Courses 15 weeks in length	
Before the 1st day of the semester	100%
During the 1st week of scheduled classes	75%
During the 2nd week of scheduled classes	50%
During the 3rd week of scheduled classes	25%
After the 3rd week of scheduled classes	No Refund
Schedule 1(b) – Courses 10 weeks in length	
Before the 1st scheduled class	100%
During the 1st week of scheduled classes	50%
During the 2nd week of scheduled classes	25%
After the 2nd week of scheduled classes	No Refund
Schedule 1(c) – Courses 8 weeks or less in length	
Before the 1st scheduled class	100%
During the 1st week of scheduled classes	25%
After the 1st week of scheduled classes	No Refund

Students receiving federal financial aid, including loans, who withdraw (officially or unofficially) before completing 60% of the semester will be subject to the federal return of Title IV funds calculation. This calculation is based on the percentage of the semester completed. Generally, the student is required to repay a portion of the federal financial aid which has been paid to the student. This calculation is mandated and must be applied regardless of the circumstances for withdrawal. For more information, contact the Financial Services Office at 315-294-8470.

Applying for Financial Aid

Financial aid is available. Cayuga is committed to making attendance possible for students who would otherwise be denied higher education because of inadequate funds.

- Applying for Financial Aid

- Federal Verification Policies

- Amount of Financial Aid Awarded

- Financial Aid Change of Income and Benefits

- Payment of Financial Aid

- Federal Financial Aid

- NYS Tuition Assistance Program (TAP)

- Consumer Rights and Responsibilities

Information in the Financial Aid section is subject to change whenever new guidance is received from federal and state financial aid agencies.

Contact Information

Wen Huang
Director, Financial Services Office
315-294-8470
financialservices@cayuga-cc.edu

How to Apply for Financial Aid: FAFSA

To apply for federal assistance, a student (and parents of dependent students) must file the Free Application for Federal Student Aid (FAFSA) annually. Students file their FAFSA online.

Cayuga's federal code is **002861**.

Students (and dependent parents) must create a studentaid.gov account that serves as their electronic signature when completing the FAFSA. **You may obtain your FSA ID at any time.** This studentaid.gov account will be used for many financial aid purposes, so keep your username and password safe and in a location you can find when needed.

Apply at least four weeks before classes start to provide the Financial Services Office with sufficient time to review your application and notify you of your eligibility for financial aid.

- If you are a New York State resident, complete the New York State Student Aid Payment Application.

- If a student does not successfully complete their New York State Student Aid Payment Application when filing an FAFSA, they will receive an email or postcard from the state processing center with detailed application instructions.

Cayuga's state school code is 2005.
The New York Student Aid payment application can be completed online.

- If you are a part-time student and a New York State resident, you may apply for Aid for Part-time Study by September 1st for the fall semester and by January 15th for the spring semester. Applications are available on our website.

You must reapply for financial aid each academic year. You should log into your myCayuga self-service student information account to check financial aid requirements, view awards, and accept financial aid.

Federal Verification Policies

Each year, about thirty percent of students' financial aid applications (FAFSAs) nationwide are chosen for "verification." The verification process compares information reported on your FAFSA with supporting documentation supplied by the student and parent. In addition to verification, the Financial Services Office staff reserves the right to select any applicant for verification that the College believes may have errors on their application. Conflicting information submitted by the student may trigger verification. Students selected for verification cannot receive a financial aid award until the verification process is completed.

Notification and Verification Deadlines

The U.S. Department of Education initially notifies applicants via the processed FAFSA of their selection for verification. The Financial Services Office will notify students of their selection for verification through a letter sent to the student's primary address and college email. In this letter, students are instructed to check their myCayuga account under financial aid requirements to determine what documents they are required to submit. All verification documents are accessible to students on our website.

A student chosen for the federal verification is only considered to have completed the financial aid application process once the verification process has been successfully completed. Students should realize that Cayuga Community College will package, credit, or disburse any federal financial aid funds once the student has completed the verification process. Students should submit all documents as soon as possible. It normally takes two weeks to complete the verification process. It can take up to three weeks at the beginning of the semester due to the large volume of documents received.

To ensure students receive all eligible aid, they must complete the verification process while in attendance. The College cannot guarantee financial aid funds to students who complete their verification process after they withdraw or have been withdrawn by the college.

Applicants selected for verification may be asked to verify:

- Federal adjusted gross income and U.S. Taxes Paid

- Household size

- Number of household members enrolled at least half-time

- Child Support Received or Paid

- Untaxed Income and Benefits

- Education Credits

- Income from Work

- High School Completion

- Identity and Statement of Educational Purpose

- Proof of Citizenship

- Selective Service Registration

- Independent Student Status (if under the age of 24)

Review of Verification Documents

Once all verification information is submitted, the application data will be compared to the information reported on the FAFSA. If all reported data elements are accurate, the verification status on your myCayuga would be satisfied. You will proceed to the financial aid packaging process, and an award letter will be sent to your primary address. If discrepancies are found, the Financial Services Office will correct your FAFSA and transmit the information to the FAFSA Processing System. Upon receipt of your corrected FAFSA, your verification status will be satisfied, and the packaging and awarding process will begin. Applicants whose verification results in discrepancies will receive an updated Student Submission Summary from the Federal Student Aid, reflecting those data elements corrected and the recalculated Student Aid Index (SAI).

Reporting Fraud

In cases where intent to commit fraud to obtain federal funds is suspected, Cayuga Community College is required to refer the case to the U.S. Department of Education's Office of Inspector General for review and resolution, and no further processing of financial aid will occur until the case is resolved.

Amount of Financial Aid Awarded

Financial aid awards are based on need, eligibility, and available funds. The first consideration goes to students showing the greatest need. The need is determined by comparing the cost of attending Cayuga with the expected family contribution, calculated using a federal formula. Budgets used for financial aid vary depending on your status, residency, and program. Standard budgets used for awarding financial aid are available in the Financial Services Office.

The following is an estimated budget for two semesters for students in Auburn or Fulton in the 2025-2026 academic year:

Item	Cost
Tuition (in state)	$5,448
Fees	$1,461
Books and Supplies	$1,148
Personal Expenses	$2,700
Transportation	$3,105
At Home Living Allowance	$3,726
Students not living at home will be allowed a $11,826 living allowance.	

An estimated award may not be the final amount awarded. Estimated and actual awards may be adjusted based on registration, revised regulations, or changed student status.

Financial Aid Change of Income and Benefits

The federal government realizes that a family's financial circumstances may change from the time they file their federal income tax return or FAFSA. In these circumstances, the College is allowed to make adjustments to a family's income or assets on their federal aid application. Common examples of granted special conditions are loss of employment, retirement, separation or divorce, loss of one-time benefits, medical/dental expenses that exceed 11% of total income, elementary/secondary tuition costs for dependent children, nursing home costs not covered by insurance, and unusual high child care costs. All students applying for a financial aid change of income or benefits must complete the verification requirements before our office can consider an adjustment to your federal aid application.

Payment of Financial Aid

To receive financial aid funds, a student must be registered, in good academic standing, and attend classes. Any changes to the number of credit hours you are registered for can impact financial aid eligibility for the semester and possible future semesters. Changes in registration may be student-initiated by a withdrawal or drop or can be instructor-initiated due to lack of class attendance or by the Registrar's Office, which reserves the right to cancel courses. **Students are responsible for maintaining themselves as registered students for financial aid purposes.**

Only courses eligible for the student's degree program are eligible for financial aid funds. Eligible students receive financial aid funds throughout the semester depending on the student's enrolled/attending classes. The Financial Services Office sends out refunds starting the 6th week of classes and weekly after. Students are expected to pay for their indirect educational-related expenses with their own funds until refunds are distributed. Students eligible for a refund will be given bookstore credit two weeks before the start of the semester. The following are some specific disbursement conditions you should be aware of.

Census Date

Cayuga Community College will pay a student's financial aid funds based on their enrollment status per each semester's census date listed below. The Census date refers to the point at which your enrolled credit hours are "frozen" for financial aid purposes. The census date does not apply to student loans. Below are the Census Dates by term for the 2025-2026 year.

Fall 2025	Spring 2026	Summer 2026
September 15, 2025	February 10, 2026	June 10, 2026

PELL Grants

The amount of Pell Grant you receive will be based on your enrollment status as of the Census date. Credit hours added after the Census date cannot increase Pell Grant eligibility, so register early. If you add classes after the Census date, your Pell Grant will not increase. Students who registered after this date for the first time have their enrollment status frozen when they first register for classes. Late-start students cannot add courses after their initial registration to increase their Pell Grant eligibility. Pell Grant funds will be paid out throughout the semester based on the students attending classes. Students will receive one-half of their Pell Grant eligibility in the fall and the other half in the spring. If all of your Pell Grant eligibility is used during the Fall and Spring, the Financial Aid office will review your eligibility for Summer Pell and notify you on myCayuga.

Student Loans

Student loans only pay out once the student has begun attendance in at least six credits. Student loans are paid out in two disbursements. Fall/Spring loans are paid out with one-half in the Fall and one-half in Spring. Spring-only loans will be paid out in two disbursements over the spring term, and Summer loans are always paid out in two disbursements over the course of the term.

NYS TAP Awards

NYS TAP awards will be based on your enrollment status as the Census Date. A student must be registered 6-11 credits for part-time TAP, 12 credits for full-time TAP, and be enrolled in one 15-week long course. Full-time TAP will only pay out once the student has begun attendance in at least 12 credits. Part-time TAP will only pay out once the student has begun attendance in all courses. Students taking remedial courses must register for one regular three-credit course in their first semester and two three-credit courses in the second semester.

Student Employment

Student workers are paid every two weeks based on hours worked. Student Employment cannot be used as a deferral on your bill.

Institutional Grants/Scholarships

Students will receive their funds based on their enrollment status, but in general, institutional funds are based on Fall/Spring awards, which are paid out half in the fall and half in the spring.

Federal Financial Aid

Cayuga's federal code is **002861** .

Aid programs are subject to change based on funding and regulations from governing agencies. Applications for most programs and current procedures, recipient selection, award schedules, and responsibilities of recipients are available in the Financial Services Office.

You may be eligible for federal aid from the Department of Education if you meet the following criteria:

- Are enrolled in a degree or certificate program

- Are you a U.S. citizen or an eligible non-citizen

- Have a high school diploma or GED

- Demonstrate satisfactory academic progress

- Are not in default on a Perkins Loan, Stafford Loan, PLUS, or SLS Loan at any institution

- Do not owe a refund of any federal financial aid at any institution

- Are registered with Selective Service, if required

- Have not exceeded maximum lifetime eligibility for loans and Pell

Federal Pell Grant

The Federal Pell Grant program enables eligible undergraduate students to receive grants based on college costs and information reported on the FAFSA (determined by factors such as family income, assets, and size of family). Apply by completing the FAFSA. You will receive a Student Summary, which you should review and keep for your records. The Federal Government does not require repayment of Federal Pell Grants. Students are eligible to receive Pell Grants for a maximum of six years as a full-time students.

Federal Supplemental Educational Opportunity Grants (FSEOG)

As an undergraduate student, you may be eligible to receive federal supplemental educational opportunity grants. These grants are awarded based on exceptional needs and circumstances. Apply by using completing the FAFSA. The Federal Government does not require repayment of Federal Supplemental Educational Opportunity grants.

Federal Work-Study

This program, supported through federal and college funds, is available if you are enrolled and can demonstrate financial need. Awards vary according to need and available funds. You may be employed either on- or off-campus with public or nonprofit agencies. Earnings must be used solely for educational purposes. Apply through campus aid procedures and complete the FAFSA. Biweekly payment is made directly to you based on wage and hours worked. Work-study awards cannot be used as a deferral on your bill.

Federal Direct Student Loan

This loan is available if you need financial assistance and attend Cayuga at least half-time (six credits or more). First-year students may be eligible to borrow up to a maximum of $3,500 in the subsidized direct loan program. Students who have completed at least 28 credit hours may be eligible to borrow up to a maximum of $4,500 in the subsidized direct loan program. Dependent students may be eligible to borrow an additional $2,000 in the unsubsidized direct loan program. Independent and dependent students whose parents can not borrow a PLUS loan may be eligible to borrow an additional $6,000 in an unsubsidized direct loan.

To apply, you must complete the FAFSA. A federally required origination fee will be deducted from the loan amount. Loans are disbursed in two separate payments over the loan period. Repayment begins six months after graduation if you drop below six credits or cease enrollment.

Students must accept their student loans on their myCayuga as permission for the College to process the loan for payment. First-time borrowers at Cayuga Community College must complete a promissory note and enter online entrance counseling at studentaid.gov.

Federal PLUS Loan

If you are a dependent student and your parents have no adverse credit history, they may be eligible for this program. Annual loan limits are based on the cost of college attendance, less other financial aid. A federally required origination fee is deducted from the requested loan amount. Repayment begins within 60 days at a variable interest rate not to exceed 10 percent. Contact the Financial Services Office to apply.

Veteran Benefits

The College is approved for full Veterans Administration educational benefits.

Maintaining Eligibility for Federal Financial Aid

Cayuga Community College is required to have Standards of Satisfactory Academic Progress to comply with the federal and state regulations governing financial aid programs. The standards for federal and state financial aid programs differ, so students should be aware of both requirements. Federal and State Standards of Academic Progress include a qualitative (GPA) and quantitative (earned credit hours) measure in reviewing a student's academic progress. To ensure that a student is making both qualitative and quantitative progress throughout their course of study, the College will assess their progress at the end of each semester. Part-time students shall be evaluated by the same standards as full-time students from the date they first matriculate.

Students must complete a first associate degree within the 90 attempted credit hours. A student who is in good academic standing or on an academic plan can apply for a waiver of the 90-credit rule by completing the Lost Eligibility and Waiver Request Form.

The College will attempt to notify you if you fall below the minimum requirements. However, students often do not update their addresses with the College, so they must be aware of the standards and their progress.

Check your current status on your myCayuga account. MyCayuga and your Cayuga email are official means of College communication. Check these often for any changes to your requirements and account.

Standards for Federal Aid

The following applies to Pell, Federal Direct Student Loans, PLUS, FSEOG, and College Work-Study.

Required Accumulated Credits

The total accumulated credits and grade point average will be checked after the final grading process for each semester. If deficiencies are found (see the following table), they must be made up before a student can qualify for further federal financial aid. Grades of W, I, and Audit are not considered to have a status of passing and do not count toward earned credits.

Credits Attempted	Required % Successfully Completed	Min. GPA
1–11	25%	.75
12–30	50%	1.5
31–45	60%	1.7
46–90	70%	2.0
Over 90	No Federal Aid	

After the warning semester, if you have not regained eligibility, you may complete a Waiver Request in the Financial Services Office if you can show extenuating circumstances.

Repeated Courses

For financial aid purposes, a student may repeat any course in which they have received an F grade. Students can also receive federal financial aid for any course they received a passing grade once. However, if the student receives an "F" on their repeated course, it counts as their one-time repeat. They can not retake this "F" and receive financial aid.

Repeated courses will count as Credits Attempted regardless of the reason for repeating or the grade received.

A course may be repeated, but credit will be granted only for the most recent attempt, and the most recent grade will be used to compute the grade point average (GPA) unless the student has already been awarded a degree or certificate. In such cases, if a repeated course was part of the degree or certificate program, the original attempt and grade will be included in the GPA.

The right to repeat courses in certain programs, such as (but not limited to) Nursing, is not automatic. You must complete a course successfully to be allowed the opportunity to continue in that curriculum. Contact the relevant department or division for more information concerning program requirements.

Second Degree

Students pursuing a second degree who have attempted ninety credits or more must complete the Second Degree Waiver Form. Before additional financial assistance can be granted, students must apply for and be approved for a waiver by the Financial Services Office. Students must complete an academic plan with the Student Engagement Office as part of the form.

Incomplete Courses

Incomplete courses are considered attempted courses when calculating earned credit hours. Students are encouraged to complete all incompletes before the beginning of the following semester. If a student completes their

courses after satisfactory academic progress has been determined for the next semester, the student may request a re-evaluation of their academic progress in writing.

Notification of Loss of Federal Aid

Check your myCayuga account for your current status.

Method of Appealing Loss of Aid

Students who do not achieve satisfactory academic progress, as outlined in the chart above for the first time, will be placed on a **Financial Aid Warning** semester. This can only be granted to students who, at the end of a semester, were making academic progress in the previous semester enrolled or who have completed their first semester. The College will reinstate financial aid eligibility for one semester only without the need to file an appeal.

Students who fail to make **Satisfactory Academic Progress** after the warning period lose their aid eligibility for each subsequent academic period until academic progress standards are met. All students have the right to appeal their loss of federal financial aid. The student must complete the Lost Eligibility and Waiver Request Form. These forms are available online or in the Financial Services Office. Submission of a completed Lost Eligibility and Waiver request form does not guarantee that the request will be approved. Students will be asked in their waiver to (1) explain the reasons the student failed to meet satisfactory academic progress and (2) describe what actions the student plans on taking to ensure their academic success in the following semester. The waiver will be granted only when there is a reasonable expectation that the student will meet future satisfactory academic progress requirements.

Students should submit their Lost Eligibility and Waiver Request Form by the deadline date listed on the form. Any forms received after this date are considered late requests and will be considered for the following semester. If a student is granted a financial aid waiver, that student is placed on **Financial Aid Probation (Federal Waiver)**.

Students should use their waiver semester to achieve good academic standing. However, the College realizes that is not always possible. Therefore, students in their probation status who enroll for at least (6) credits, complete all of their coursework, and earn a semester GPA of 2.0 or higher will be placed under an **Academic Plan**. However, students need to be aware that at any time they cannot achieve their academic degree within the 90 credit limit, they will not be able to remain on an academic plan and will lose their financial aid eligibility unless the committee grants an over ninety credit waiver.

Students who have lost their federal financial aid and have not been granted a waiver may restore their aid eligibility in one of the following ways:

- Attend Cayuga Community College without financial aid. The Financial Services Office will review academic progress every semester. When past academic deficiencies have been addressed, aid can be reinstated. Financial Aid cannot be retroactively reinstated for semesters if the student is not achieving satisfactory academic progress.

- If satisfactory academic progress based on earning the required number of credits has not been achieved, a student could attend another institution and earn credits that could be transferred back to Cayuga.

Return of "Unearned" Title IV Funds

Federal policy assumes that federal financial aid is based on the period of time enrolled. If a student withdraws from the College within the first nine weeks of classes, the federal government does not view the student as having

"earned" all of the funds awarded. In that instance, the College is required to return the "unearned" portion of the aid to the government. The College bears potential liability for any federal aid disbursed to students before the ninth week of classes. While Cayuga makes a concerted effort to disburse aid at the earliest possible time, the College must be fiscally prudent in those disbursements, ensuring that students receive their aid in a timely manner.

Federal regulations govern the return of Title IV funds (Ford Federal Direct Student Loans, Pell, FSEOG) for students who withdraw entirely from Cayuga prior to completing 60% of the semester. The percentage of the period that the student remains enrolled is determined by dividing the number of days the student attended by the number of days in the semester. Calendar days are used, but breaks of at least five days are excluded from both the numerator and denominator.

In the case of "aid not earned" in federally funded grants or scholarships, the student is expected to repay the "unearned" portion to the College. Failure to do so will make the student ineligible to receive further federal financial aid. (This policy is based on 34 CFR, Section 668.22 of Title IV of the Higher Education Act of 1965, as amended.)

Withdrawal Date

For financial aid purposes, the date of withdrawal from the College is:

- The date the student began the College's withdrawal process or officially notified the College of intent to withdraw; or

- The midpoint of the period if the student leaves without notifying the institution; or

- The student's last date of attendance at a documented academically-related activity, in lieu of any other withdrawal date; or

- If the student leaves without notification because of circumstances beyond their control, the College will determine a withdrawal date related to those circumstances, ensuring a fair and just process for all students.

New York State Tuition Assistance Program (TAP)

This state program is available if you are a New York State resident attending college full-time (12 credits or more) in New York State. Part-time students who meet additional requirements may also be eligible.

You must be in **Good Academic Standing** to continue eligibility. Awards are based on family income. Maximum awards may be reduced based on the New York State budget.

To apply, complete and submit the Free Application for Federal Student Aid (FAFSA). You will be directed to the electronic New York State Student Aid Payment Application at www.hesc.ny.gov at the end of the FAFSA process. You must list at least one school in New York State and complete the New York State Student Aid Payment Application form provided. This online application process allows you to apply for New York State's Tuition Assistance Program (TAP) and for payment of a NYS scholarship for which you have already been approved.

If you still need to complete a New York State Student Aid Payment Application as part of your online FAFSA, apply for TAP. This online application process allows you to apply for New York State's Tuition Assistance Program (TAP) and for payment of a scholarship for which you have already been approved.

Cayuga's TAP code is **2005**.

Your award notification will be e-mailed to you. You will be paid through the Financial Services Office once your attendance is certified. A TAP award may only be used to defer tuition costs. No repayment is required.

Part-Time TAP

Part-Time TAP is for students enrolled in 3-11 credits who are New York State Residents. You must be in Good Academic Standing to continue eligibility. Part-time TAP requires a cumulative GPA of 2.0.

To apply, complete and submit the Free Application for Federal Student Aid (FAFSA). You will be directed to the electronic New York Student Aid payment application at the end of the FAFSA process. You must list at least one school in New York State and complete the New York Student Aid Payment Application at www.hesc.ny.gov.

Awards are based on family income, number of credits, and tuition costs and may not exceed tuition. Part-Time TAP awards may be used to defer tuition costs only.

Excelsior Scholarship

This scholarship, in combination with other student financial aid programs, allows students to attend Cayuga Community College tuition-free. The scholarship is a "last award." As such, the scholarship will cover the remaining tuition balance after payments of TAP, Pell, and other grant and scholarship programs received by the student are considered. Therefore, if you receive grant and scholarship funds that cover the cost of tuition, you will not be eligible for the monetary Excelsior Scholarship.

To receive payments, students must be enrolled full-time in both the Fall and Spring semesters and earn 30 credits, which count toward the student's degree. There is a separate application process and contract that students must complete online with the NYS Higher Education Services Corporation at https://www.hesc.ny.gov/find-aid/nys-grants-scholarships/excelsior-scholarship-program.

NYS Part-Time Scholarship Award

The NYS Part-Time Scholarship Award is for students who are attending college part-time. Students must be enrolled in at least 6 credits but less than 12 credits. Applicants must have and maintain a cumulative GPA of 2.0 or better. You are eligible to receive this award even if you receive a NYS Part-time TAP or Aid for Part-time Study award. Students are limited to four semesters. This award is based on the availability of funds. This award will not exceed the tuition cost of six credit hours per semester at Cayuga.

Part-Time TAP for Students with Disabilities in NYS

On July 14, 1998, Governor Pataki signed Senate Bill 7072 into law as Chapter 332 of the Laws of 1998. This law provides that students who are disabled, as defined by the 1990 Federal Americans with Disabilities Act, do not have to be in full-time attendance to be eligible for Tuition Assistance Program payments. These students are now eligible for TAP if they attend part-time, as defined by the Commissioner of Education.

Under prior law, regulation, and policy, students with disabilities who attended school part-time because of their disability were eligible for a TAP award payment only after the number of credits they took equaled the number necessary to be considered a full-time student. Chapter 332 provides that these students are eligible for a partial TAP award payment in the first term, during which they attend part-time. The law does not require students with disabilities to attend part-time; students with disabilities who attend full-time continue to be eligible, as any other student, for a full TAP award.

Other than full-time enrollment, ADA Part-Time TAP recipients must meet all TAP eligibility requirements. The State will calculate TAP awards as a percentage of the award the ADA student would be eligible to receive if the student were enrolled full-time. Students will need to provide documentation of this disability to the appropriate office. For application processing, students with disabilities should follow the same procedures as those applying for a full-time TAP by completing the New York State Student Aid Payment Application.

Additional Aid Programs

The Financial Services Office provides information on other aid programs. These include the U.S. Bureau of Indian Affairs Aid to Native Americans, Foster Youth, Pathways, Regents Award for Children of Deceased or Disabled Veterans, Regents Award for Children of Deceased Police Officers and Firemen, and State Aid to Native Americans.

This information is accurate as of the date of publication. For further information on state financial aid programs, please refer to the New York State Higher Education Services website.

TAP Standards to Achieve

The following TAP standards are to be achieved by the end of each semester based on the number of awards the student has received. Credits completed may be actual credits or equivalent credits, passed or failed. Actual credits accumulated must be actual credits passed. GPA is the student's cumulative GPA. GPA is the student's cumulative GPA. Students may receive the equivalent of six full-time semesters of TAP at a community college (36 points).

Students who received their first TAP award in Fall 2010 and after and are not defined as "remedial" need to meet these standards: *

After Award 1 (6 TAP points)	First Semester

Completed (Pass/Fail)	6 credit hours
GPA	1.3 or better
Actual credits earned	6 credit hours
After Award 2 (12 TAP points)	Second Semester
Completed (Pass/Fail)	6 credit hours
GPA	1.5 or better
Actual credits earned	15 credit hours
After Award 3 (18 TAP points)	Third Semester
Completed (Pass/Fail)	9 credit hours
GPA	1.8 or better
Actual credits earned	27 credit hours
After Award 4 (24 TAP points)	Fourth Semester
Completed (Pass/Fail)	9 credit hours
GPA	2.0 or better
Actual credits earned	39 credit hours
After Award 5 (30 TAP points)	Fifth Semester
Completed (Pass/Fail)	12 credit hours
GPA	2.0 or better
Actual credits earned	51 credit hours

* A remedial student is defined as a student taking at least six (6) developmental courses in the first semester of enrollment.

For students who received a first TAP award before Fall 2010 and students taking 6 or more developmental courses in the first semester or who are enrolled in a certificate program:

After Award 1 (6 TAP points)	First Semester
Completed (Pass/Fail)	6 credit hours
GPA	0.50 or better
Actual credits earned	3 credit hours
After Award 2 (12 TAP points)	Second Semester
Completed (Pass/Fail)	6 credit hours
GPA	0.75 or better
Actual credits earned	9 credit hours

After Award 3 (18 TAP points)	Third Semester
Completed (Pass/Fail)	9 credit hours
GPA	1.3 or better
Actual credits earned	18 credit hours
After Award 4 (24 TAP points)	Fourth Semester
Completed (Pass/Fail)	9 credit hours
GPA	2.0 or better
Actual credits earned	30 credit hours
After Award 5 (30 TAP points)	Fifth Semester
Completed (Pass/Fail)	12 credit hours
GPA	2.0 or better
Actual credits earned	45 credit hours

Repeated Courses

New York State regulations mandate that if a student repeats a course in which a passing grade acceptable to the institution has been received previously, the course cannot be included as part of the student's minimum full-time course load for New York State financial aid purposes. However, in the following instances, repeated courses may count toward full-time or part-time study: (1) when a failed course is repeated, and (2) when a grade received is passing at the College, but is not acceptable in a particular student's major field of study.

Second Degree

TAP is available if students have remaining eligibility. However, the law limits a student to three years of TAP if enrolled in a certificate or Associate Degree program.

Incomplete Courses

Incomplete courses are considered attempted courses but with unearned credits when calculating earned credit hours. Students are encouraged to complete all incompletes before the beginning of the following semester. If a student completes their courses after **Satisfactory Academic Progress** has been determined for the next semester, the student may request in writing a re-evaluation of their academic progress.

Loss of Good Academic Standing for State Financial Aid

Students who have not fulfilled the chart requirements listed above in a term when they received a state grant or scholarship are not eligible for an award for the next semester. At the end of each semester, the Financial Services Office will notify students determined to be ineligible for state financial aid.

The satisfactory academic progress requirements for state aid may be waived for undue hardship based on the following:

- The death of an immediate family member.

- The personal injury or illness of the student.

- Other extenuating circumstances.

The waiver only accommodates extraordinary or unusual cases directly related to academic performance and the student's failure to achieve the requirements. Submission of a completed Loss Eligibility and Waiver request form does not guarantee that the request will be approved. Students must complete the Lost Eligibility and Waiver Request Form or in the Financial Services Office. Students will be asked in their waiver to:

- Explain the reasons the student failed to meet satisfactory academic progress.

- Provide supporting documentation as to the reason for the waiver.

- Describe what actions the student plans to take to ensure their academic success next semester.

A waiver will be granted only when there is a reasonable expectation that the student will meet future satisfactory academic progress requirements. According to New York State Law, a student can receive only one waiver for failure to achieve program pursuit.

Students who have lost their state financial aid and have not been granted a waiver can restore their aid eligibility in one of the following ways:

- Attend Cayuga Community College without financial aid. The Financial Services Office will review academic progress every semester. When past academic deficiencies have been addressed, aid can be reinstated. Financial Aid cannot be retroactively reinstated for semesters if the student is not achieving satisfactory academic progress.

- If satisfactory academic progress based on earning the required number of credits has not been achieved, a student could attend another institution and earn credits that could be transferred back to Cayuga.

- Students who leave the College for two full semesters can apply for a waiver. Summer is considered a partial semester.

- Students who received TAP funds while not attending Cayuga must submit an official transcript from their prior college.

Transfer Student Eligibility for Federal and State Aid

Transfer students will be considered using slightly different procedures than those of students in continuing status. For example, when a student transfers to Cayuga from another institution, the College will evaluate the student's academic record and determine a certain number of credits it is willing to accept in transfer from the student's previous study. That assessment and the number of awards received by the student will be used to place the student at an appropriate point in the institution's schedule of academic progress. Placement for state aid purposes is flexible; it may be in accord with the number of payments received or the number of credits earned, whichever is more beneficial to the student. Placement for federal aid purposes corresponds with the number of credits earned and accepted by the College.

Student Consumer Rights and Responsibilities

The student has the right to ask your institution:

- The names of its accrediting organizations.

- About its programs, instructional, laboratory, and other physical facilities, as well as faculty.

- What is the cost of attending, and what are the policies on refunds to students who withdraw?

- What financial assistance is available, including information on all federal, state, local, private, and institutional financial aid programs?

- What are the procedures and deadlines for submitting applications for each available financial aid program?

- What criteria does it use to select financial aid recipients?

- How it determines financial need. This process includes how costs for tuition and fees, room and board, travel, books and supplies, personal and miscellaneous expenses, etc., are considered in your budget. It also includes what resources (such as parental contribution, other financial aid, your assets, etc.) are considered in the need calculation.

- How much of the financial need, as determined by the institution, has been met?

- How and when you will be paid?

- To explain each type and amount of assistance in your financial aid package.

- If you have a loan, you have the right to know what the interest rate is, the total amount that must be repaid, the length of time you have to repay your loan, when you must start paying it back, and any repayment options, cancellation and deferment provisions that apply. You have the right to a lender of your choice.

- If you are offered a Work-Study job, you have the right to know what kind of job it is, what hours you must work, what your duties will be, what the pay rate will be, and how and when you will be paid.

- To reconsider your aid package if you believe a mistake has been made. How does the school determine whether you are making satisfactory academic progress, and what happens if you are not?

- What specific facilities and services are accessible to individuals with disabilities?

- A description of the data compiled by Campus Security via Public Law 101-542: Crime Awareness and Campus Security Act of 1990.

Student Responsibilities

It is the student's responsibility to:

- Review and consider all information about a school's program before you enroll.

- Pay special attention to your application for student financial aid, complete it accurately, and submit it on time to the right place. Errors can delay your receiving financial aid.

- Provide all additional documentation, verification, corrections, and new information requested by the Financial Services Office or the agency to which you submitted your application.

- Read and understand all forms you are asked to sign and keep copies.

- Accept responsibility for the promissory note and all other agreements that you sign.

- If you have a loan, notify the lender of changes in your name, address, or school status.

- Perform satisfactorily the work that is agreed upon in accepting a College Work-Study job.

- Know and comply with the deadlines for application or reapplication for aid.

- Know and comply with your school's refund procedures.

- Meet satisfactory academic progress requirements.

Scholarships and Awards

In this section:

- Scholarships, Grants, and Awards
- Commencement Awards

Scholarships, Grants, and Awards

The Cayuga County Community College Foundation is an incorporated not-for-profit organization established to enhance and provide assistance for Cayuga's educational programs. The Foundation receives gifts from corporations and foundations, charitable organizations, alumni, and other individual donors. These funds are used for student scholarships and awards and to support college programs.

The Foundation administers special forms of financial aid and scholarships made possible through support from endowment funds and gifts received. The Financial Services Office and the College Foundation Office provide detailed information regarding eligibility, application procedures, and award amounts. Programs and awards include but are not limited to, those listed below.

Scholarships and grants requiring a separate formal application are marked with an asterisk (*).

Contact Information

Cayuga Community College Foundation
foundation@cayuga-cc.edu
315-294-8628

ACC/Cayuga Alumni Association *

Awarded to graduating high school seniors planning to attend Cayuga on a full-time basis who are children or grandchildren of an ACC/Cayuga graduate. Also awarded to returning sophomores attending Cayuga on a full-time basis for a second year and to nontraditional students enrolled full-time to upgrade skills or start a new career. The application deadline for each academic year is March 31.

David F. Alexander

Awarded to a returning sophomore who has distinguished themselves in the field of English and is studying full-time toward an Associate of Arts degree with an emphasis in English and literature.

Auburn Players Samuel V. Kennedy III *

Awarded annually to an incoming freshman or a currently enrolled freshman who intends to return to Cayuga for their sophomore year. This is given to a theatre arts student who meets the eligibility criteria, including being a resident of Cayuga County or one of the five adjacent counties. The application deadline for each academic year is May 1.

Josephine Aversa-Lynch

Awarded to a female who is a full-time returning sophomore majoring in one of the business disciplines offered by the College. The recipient must be a Cayuga County resident who demonstrates scholarship skills, has a minimum 2.5 GPA, and shows financial need. FAFSA must be on file.

Antonino and Matteo Bartolotta

Awarded to six first-year students who have graduated from Cayuga County high schools, have demonstrated academic excellence and personal integrity, and have been accepted for admission by March 15.

Administrative/Professional Group

Awarded to a full- or part-time student who demonstrates financial need. Primary consideration is given to an independent student with an adjusted gross income between $8,000-$15,000 and no dependents. Students must have completed 12 credit hours and have a minimum 2.8 GPA.

Louis and Madeleine Alfieri

Awarded to a nursing graduate who excels in the art of nursing as evidenced by the demonstration of kind, caring, and compassionate interactions with others. This individual strives to make a humanistic difference within a complex healthcare environment.

Auburn Police Union Local 195

Awarded to a returning sophomore residing full-time in Cayuga County and majoring in the Criminal Justice/Police Science curriculum with the intention of a career in law enforcement.

Claudine B. Babiarz

Awarded to a returning student enrolled in the nursing program who demonstrates high ethics and service to others and has financial need. FAFSA must be on file.

James A. and Katie S. Bentley

Awarded in the first instance to a returning full-time sophomore who graduated from Skaneateles High School and has demonstrated academic excellence in their first year of study at the college. Awarded in the second instance to an incoming freshman who graduated from Skaneateles High School and has achieved at least a 75 average. Based on academic excellence for incoming students.

Donald P. Blaisdell EAP

Awarded annually to a sophomore who meets the criteria for eligibility and is a child or grandchild of a current employee or retiree of Auburn Correctional Facility or the child or grandchild of an employee who lost their life during employment at this same facility. The application deadline for each academic year is May 1.

Peter B. Buxbaum

Awarded to a returning sophomore with preference given to a graduate of Auburn High School. They must declare an interest in pursuing a liberal arts program cumulating in a B.A. degree, with a major in the humanities or social science; demonstrate academic excellence, particularly in the subject of English; demonstrate an interest in music, the arts, and student government while attending Cayuga; and also demonstrate an ability in communications as evidenced by work on the College's student newspaper, contributions to a literary magazine, reporting for a local newspaper and other communications activities.

Peggy Carroway

Awarded to a returning, full-time student at the Auburn campus. The recipient must participate in Learning Commons – Academic Support services as a peer tutor, note taker, or student who uses academic support services and possesses qualities consistent with social service professionals: compassion, dedication, and a sense of humor. The recipient must also demonstrate financial need. FAFSA must be on file.

Cayuga County Home Bureau

Awarded annually to a returning sophomore with a minimum 2.85 GPA enrolled for at least 9 credit hours and matriculating in the field of humanities, otherwise to a student in biological science with an emphasis on environmental concerns. The application deadline for each academic year is May 1. FAFSA must be on file.

Dixon G. and Mary L. Blodgett

Awarded to incoming freshmen or returning students at CCC who have a minimum 2.5 GPA (or minimum 75 high school average) and can demonstrate financial need. FAFSA must be on file.

Patricia M. Callahan

Awarded first to full-time returning sophomores who demonstrate academic excellence and promise in the field of early childhood education and whose financial resources are such that they will not be eligible for significant federal or state financial aid. Awarded secondly to returning sophomores intending to pursue their studies in the field of education.

Cayuga Bank

Awarded to students who demonstrate financial need and maintain at least a 2.0 GPA.

Cayuga County Medical Society

Awarded to a nontraditional returning sophomore enrolled in the nursing program who is in good academic standing and demonstrates financial need. First preference will be given to a resident of Auburn and then to a Cayuga County resident. The deadline for application is May 1.

Cayuga County Realtors

Awarded to a student enrolled full-time in a Business Administration program. A student whose parent or grandparent works or worked in the real estate business will be given first preference. The second preference will go to a student demonstrating financial need.

Cayuga Presidential

Awarded to students who graduate in the top 20 percent of their high school class based on academic performance. Students must be from school districts affiliated with Cayuga-Onondaga BOCES or Oswego County BOCES who are first-time, full-time enrollees to college (including Cayuga Advantage students). Students can also be graduates from Red Creek Central School District, Tyburn Academy, or Union Springs Academy. Student must complete and submit admissions application, high school transcript, FASFA and New York Student Aid payment application by February 1. Recipients must complete at least 12 credits each semester and maintain a 3.0 GPA to remain eligible for a second year.

Philip and Mary Pace Cefaratti

Awarded annually to a returning sophomore who wishes to further their education. Preference will be given to students pursuing a career in the field of education.

G. Bruce and Betty Dearing

Awarded to a returning sophomore enrolled for nine or more credits, majoring in humanities or English, who demonstrates a serious commitment to pursuing their education to complete at least a bachelor of arts degree.

Selio and Kathryn DePasquale

Awarded to a returning sophomore who has demonstrated academic excellence and plans to continue studies in the field of physical or engineering science.

George and Helen Dinsmore

Awarded to a full-time, returning sophomore who demonstrates academic ability, good character and is pursuing higher education in the fields of biological and physical sciences, such as biology, medicine, chemistry and physics.

Eastern Shore Associates Insurance

Awarded to a full-time returning sophomore attending the Fulton campus pursuing studies in one of the business majors and demonstrating financial need. FAFSA must be on file.

Educational Support Professionals

Awarded to a full-time student who is a College student worker employee with a strong work ethic, a pleasant personality, and good people skills.

Weston Eldred

Awarded to a returning (second-year) full-time student at Cayuga's Auburn Campus who is studying the sciences, with strong preference given to a student demonstrating a passion for the study of chemistry. The student must also be an active member of the Tutor Club, with a strong preference for students tutoring their peers in chemistry.

John H. and Sidell Eisner

Awarded to an outstanding Cayuga student within the sciences with a strong aptitude in math given the highest priority and consideration. For science, math and engineering students.

Fred L. Emerson Foundation Academic Scholarship

Awarded annually to up to nine freshmen with a high school average of 75% or above. Eligible students must be high school graduates enrolling at Cayuga Community College as a first-time, full-time students. They must be graduates of any of the nine component high schools in the Cayuga-Onondaga BOCES district or Tyburn Academy. They must apply for the FAFSA and New York Student Aid payment applications. Recipients must earn 12 new credit hours or more each semester and maintain a minimum GPA of 2.5 to remain eligible for a second year.

Claire E. and Frank A. Fama

Awarded to returning sophomores who have demonstrated academic excellence during their freshman year with a preference given in the following order: the field of engineering, mathematics, computer science, computer information science, computer hardware/software design, mechanical technology, and electrical technology.

Foresman Family

Awarded to an incoming freshman who is an Auburn High School graduate with a minimum 85 high school average and who can demonstrate financial need. FAFSA must be on file.

Fulton Rotary Foundation

Awarded to a student who has demonstrated perseverance in academic achievement and extracurricular activities either in high school or at Cayuga Community College. First consideration is given to Fulton Area residents and Nontraditional students.

Fulton Savings Bank High School Scholarship

Awarded to one highest ranking graduate from each of the 10 participating high schools (Fulton, Phoenix, Central Square, C. W. Baker, Hannibal, Mexico, Pulaski, Sandy Creek, Altmar-Parish-Williamstown, and Oswego) who will be attending Cayuga full-time.

Empire State Diversity Honors

Awarded to a New York State resident who demonstrates high academic achievement, has financial need, and who enhances the diversity of the student body. FAFSA must be on file.

Joseph S. Fleszar

Awarded to a returning full-time sophomore who has demonstrated significant academic achievement during their freshman year in the field of electric or electronic technology or engineering. The application deadline for each academic year is May 1.

Leo and Elizabeth Curtin Fox

Awarded to a student who is a resident of the City of Auburn; first preference and second preference will be for a student who is a resident of Cayuga County. The student must demonstrate financial need. FAFSA must be on file.

Fulton Savings Bank

Awarded annually to a nontraditional student attending classes at the Fulton campus. The application deadline for each academic year is July 15.

Anne Drancsak Gallager

Awarded to a returning sophomore nursing student who demonstrates good academic achievement and a serious commitment to the nursing profession.

Mr. and Mrs. Joseph P. Ganey Business Scholarship *

Awarded to a full- or part-time student majoring in Business Administration or Accounting who has completed at least six credit hours in this major, has a minimum GPA of 2.5, and shows evidence of participation in community service and work. The application deadline for each academic year is May 1.

Harrington Business

Awarded annually to a continuing sophomore who has demonstrated excellence in his/her first year at Cayuga in one of the business majors.

Jack M. Hayden Jr.

Awarded to a returning full-time sophomore majoring in technologies and has demonstrated sound academic progress and financial need.

Holy Family High School Alumni

Awarded to a returning student who demonstrates academic excellence and financial need, with preference given to relatives of Holy Family High School alumni. Otherwise, the recipient must be a Cayuga County resident. The application deadline for each academic year is May 1.

William J. Humes Jr.

Awarded to two returning sophomores enrolled in a degree program in Accounting, Business Administration, Computer Science, Computer Information Systems, or Retail Business Management. Successful candidates will have demonstrated excellence in their first year at Cayuga with a minimum GPA of 3.25.

Harry W. and Dorothy J. George

Awarded to two incoming freshman and three returning sophomores with a minimum 2.5 GPA (or minimum 75 high school average), who can demonstrate financial need, and who are Cayuga County residents. FAFSA must be on file.

Ryan L. Hart

Awarded to a full-time student enrolled at the Fulton campus who demonstrates financial need. First preference is given to a Oswego resident, preferably a Oswego Academy graduate. Second preference is given to a resident of Fulton, then other Oswego County residents. If possible, the award should assist a student who has had to overcome academic challenges to attend college. The application deadline for each academic year is May 1.

Heart and Soules

Awarded to a student enrolled in the Culinary or Business program, with at least 12 credit hours earned toward degree, having a minimum GPA of 2.5. Consideration given to an applicant with financial need.

Walter W. and Mabel C. Hornburg

Five scholarships are awarded to students who demonstrate financial need. Primary consideration will be given to residents of Cayuga County, and special consideration will be given to students who have financial need but may not qualify for state and federal aid.

Kenneth and Margaret Lesch Jahn

Awarded to an entering freshman who is an Auburn High School graduate and has demonstrated outstanding academic success. Must be accepted for admission by March 15.

Honey and Dr. Joseph F. Karpinski Sr.

Awarded to a nontraditional-age student entering the nursing program who demonstrates financial need and is ineligible for other significant sources of financial aid.

Vincent M. Klein

Awarded annually to full-time incoming freshmen (one female and one male) who are graduates of a Cayuga County school and plan to major in business.

A. L. Lee Hospital

Awarded annually to Oswego County nursing students entering their second year of the Cayuga Nursing Program. Recipients must demonstrate dedication and commitment to the role of the nursing student.

Verna Bench MacKay

Awarded annually to a female (preferably nontraditional) who is a full-time returning sophomore interested in being a teacher and, if possible, someone inclined to teach English. The recipient must be a Cayuga County resident who demonstrates career determination and has a minimum 3.0 GPA.

Helen C. Mahon/Zonta Club of Auburn

Awarded to a female student 25 years or older who has had to leave or postpone formal education to deal with adult responsibility, enrolled for at least nine credit hours each semester, is a Cayuga County resident, and demonstrates financial need. The application deadline for each academic year is May 1.

Elizabeth Payne McQueeney

Awarded annually to two full- or part-time sophomores enrolled in the nursing program with a 3.0 GPA who demonstrate sensitivity, compassion, and affinity to the needs of the elderly.

Shadrack Moinket Kitamwes

Awarded to an incoming student who is a resident of Cayuga County, with preference given to a person of color.

Sabina Kulakowski

Awarded to a full-time returning sophomore majoring in Early Childhood.

Walter K. Long

Awarded annually to a returning sophomore who demonstrates excellence in and commitment to the study of visual arts.

Maureen Mahany

Awarded annually to a returning sophomore enrolled in the nursing program who is a strong patient advocate, is quietly supportive of classmates, and balances a family with school.

Rocco Malvaso

Awarded to a full-time, registered incoming freshman who demonstrates financial need and is a graduate of Auburn High School. FAFSA must be on file.

Dr. Avanelle P. Morgan

Awarded annually to a full-time returning sophomore, preferably a Cayuga County resident, who is a very active volunteer in community and civic organizations, is not necessarily in the top ten percent of class but is an achieving student who wishes to pursue further education in science or engineering.

NAMI Cayuga County Nursing

Awarded to a student entering their second year of Cayuga's Nursing Program who is preparing to transfer to a 4-year school and pursue a career in the field of mental health.

William and Esther Norris

Awarded annually to two full-time enrolled students based on scholastic achievement. Must be accepted for admission by March 15.

Alfieri & McColgin Nursing Excellence

Awarded to a student entering his/her second year of Cayuga's nursing program who demonstrates a spirit of inquiry and passion for pursuing excellence in the nursing profession.

Nursing

Awarded to students enrolled in the nursing program who demonstrate financial need. It can be awarded to part-time students. Sponsored by the D.E. French Foundation and the Stanley W. Metcalf Foundation.

Emery and Evelyn Osborn

Three are awarded annually to returning students based on financial need.

NBT Bank Scholarship

Awarded to a full-time returning sophomore attending the Fulton campus who is a graduate of any Oswego County high school and demonstrates financial need. FASFA must be on file.

Nucor Steel Auburn, Inc. *

Applicants must attend Cayuga full-time, graduate high school seniors with an average of 75 or better, and show evidence of participating in extracurricular activities, community service, or part-time work. Preference is given to the sons and daughters of Nucor (formerly Auburn Steel Company) employees; however, all Cayuga County high school graduates who demonstrate financial need above and beyond that met by traditional sources of aid are eligible. The application deadline for each academic year is May 1.

Josephine A. Stephen Nursing

Awarded to a nontraditional student continuing as a sophomore in good standing in the nursing program and demonstrating need. First preference will be given to a resident of Auburn, NY, and then to a Cayuga County resident. FAFSA must be on file.

Jessica L. Onderdonk

Awarded to an incoming freshman who has applied to the Studio Art program for full-time study and demonstrates financial need. The recipient must be a Cayuga County resident with a high school average of at least 80 or a minimum 3.0 GPA.

The Pine Family

Awarded to a returning student in their second year of the nursing program who demonstrates financial need. Preference will be given to a single parent (age 19-35) who is an Auburn High School graduate, otherwise to a single parent (age 19-35) who is a graduate of any Cayuga County high school. In the event there is no eligible single parent, this award will be given to an Auburn High School graduate, otherwise to any Cayuga County high school graduate. FAFSA must be on file.

Patricia K. Rizzo

Awarded annually to a returning sophomore matriculating in Business Administration or Computer Information Systems who exhibits professional excellence, diligence, and a warm interest in people.

Saint Alphonsus School *

Awarded to two full-time, returning sophomores who demonstrate academic achievement with a GPA of 2.5 or better and prove evidence of financial need. Preference will be given to relatives of alumni of St. Alphonsus School or its successor schools; otherwise recipients must be residents of Cayuga County. The application deadline for each academic year is May 1.

James Sayre Seymour

Awarded annually to a returning sophomore with a good academic record who demonstrates a serious commitment to the continued study of natural resources and preservation of the environment.

Katie M. Socci

Awarded to a returning student in his/her final year of the nursing program, with preference given to a single parent who is a Cayuga County high school graduate and a strong preference for an Auburn High School graduate. The recipient should demonstrate Katie's compassion for patients and a wide-ranging interest in multiple settings in which nurses practice their art.

Anne I. Stapleton

Awarded to an incoming or current student who is a Cayuga County resident, demonstrates financial need, and plans to pursue a career in the health care field or science. Preference will be given to a minority.

Dr. Thomas D. and Wilhelmina Meagher Stapleton

Awarded to a returning sophomore who has demonstrated exceptional service to fellow students under the direction of the College's Academic Support Center. Must have a minimum 3.2 GPA, take most courses at the Auburn campus, and serve the ASC/Auburn campus in a beneficial capacity. Preference will be given to a Cayuga County resident.

Linda A. Rooker Nursing Scholarship

Awarded annually to a nursing student in good academic standing at the completion of Nursing 102 who demonstrates the art of nursing as evidenced by caring, nurturing, and thoughtful behaviors.

Herman and Margaret Schwartz

Awarded primarily to part-time students who demonstrate financial need and, in the second instance, to full-time students who demonstrate financial need.

Nataline Dulles Seymour

Awarded annually to a returning sophomore continuing studies in nursing.

Ralph W. Standbrook *

Awarded to a full- or part-time student majoring in the Geographic Information Systems AS program who has completed at least six credits of GIS courses with a GPA of 3.0 or better. The application deadline for each academic year is May 1.

John E. Stapleton

Awarded to an incoming or current student who is a Cayuga County resident, demonstrates financial need, and plans to pursue a career in accounting or business. Preference will be given to a minority.

Sylvania-GTE-Philips Employee Association

Awarded to a former employee, or child of a former employee, of Sylvania, GTE, or Philips Display Components (Seneca Falls plant) or to a returning sophomore with financial need and a GPA of at least 2.0.

Telcom Audio Production

Awarded, in the first instance, to a graduate who has distinguished themselves in the study of audio production. If there is no eligible recipient, the scholarship may be granted to a returning sophomore who has distinguished themselves in the study of audio production.

TRW-Auburn Electronics Division

Awarded to a returning Cayuga Community College sophomore who has excelled in their first year in Electrical Technology.

Preston H. Thomas

Awarded to two outstanding returning sophomores enrolled in Mechanical Technology Design/ Drafting.

Ward Family *

Awarded annually to a full-time returning sophomore who has demonstrated significant academic achievement as a full-time freshman with a minimum 3.0 GPA and intends to complete a four-year degree. The candidate must also provide evidence of participation in extracurricular activities, community service, or work. The application deadline for each academic year is May 1.

Lisa A. McLoud White

Awarded annually to a self-motivated, returning sophomore in the nursing program who is studying at the Auburn Campus. Strong preference is given to a student who has some previous experience in the healthcare field, ideally a Nurse's Aide or LPN. Preference is also given to a single parent.

Thank a Service Member *

One is awarded annually. Student must be US Military Veteran honorably discharged (or general discharge under honorable conditions) or Active Duty Service Member (including active duty reserves). Students must be enrolled on a part-time or full-time basis. The Committee will give primary consideration to an applicant with financial need. Based on financial need for incoming students, corporation/organization sponsored.

Testa Family

Awarded annually to full-time returning sophomores enrolled in the Criminal Justice program who are planning a career in criminal justice. Preference will be given to students with a minimum GPA of 3.0 and who demonstrate community service and volunteerism. The application deadline for each academic year is May 1.

Thommie Walsh

Awarded to a full-time, returning (second year) student attending Cayuga's Auburn Campus who is pursuing a concentration in Theatre or Music at Cayuga. First preference will be given to a graduate of Auburn High School. The application deadline for each academic year is May 1.

John M. and Marjorie D. Wetherby

Awarded to an incoming freshman enrolled in the nursing program who demonstrates financial need, and will continue through their sophomore year if the student is in good standing upon completing the first year. Preference will be given to a resident of Cayuga County who demonstrates a commitment to the healthcare field through volunteerism.

Thomas James Wiggins Sr.

Awarded to a student entering their second year in the nursing program who inspires others in the program. Preference will be given to a student who has overcome a health issue or other adversity in pursuit of a nursing career.

Dellaphene Winters

Awarded to full- or part-time incoming or returning students who have a strong desire to learn and show financial need. Recipients must be Cayuga County residents, with preference given to those from the southern end of the county.

Robert Wojnar, Sr.

Awarded annually to a full-time student who has earned a minimum of six credit hours toward a degree and has a minimum GPA of 2.5. The student who receives this award is interested in helping others in their community. Preference may be given to a student demonstrating financial need.

Rose M. Zambito

Awarded annually to an outstanding returning sophomore majoring in humanities.

Jacqueline Kellogg Wise *

Awarded annually to three children or grandchildren of an employee or retiree of Welch Allyn and affiliated companies who will attend Cayuga on a full-time basis for two years and maintain a minimum 2.5 GPA. The application deadline for each academic year is May 1.

Jean Wright *

Awarded annually to two students, preferably one female business major on the Auburn Campus and one female business major on the Fulton Campus. Recipients will represent the belief that women can succeed in business and make a significant positive difference through their work or community service.

Commencement Awards

The College Foundation also administers scholarships and awards, which may be distributed to graduates at commencement. These are made possible through memorial funds and annual gifts from individuals, local corporations, foundations, and charitable organizations. Detailed descriptions are published annually in the Commencement program.

Student Life

In this section:

- Athletics

- Alumni Association

- Bookstore

- New Student Orientation

- Student Clubs and Organizations

- Student Housing

Cayuga Athletics

Cayuga's intercollegiate sports teams for men and women are affiliated with the National Junior College Athletic Association (NJCAA) and compete in Region III, Mid-State Athletic Conference (MSAC) at the Division III level. Depending on post-season success, regional competition can lead to national qualification.

The College fields the following men's and women's intercollegiate teams:

- Men's and Women's Soccer

- Women's Volleyball

- Men's and Women's Basketball

- Clay Target

- Baseball

- Softball

Contact Information

John Rizzo
Director
jrizzo3@cayuga-cc.edu
315-294-8861

All students who wish to participate in any intercollegiate athletic program must have a current sports physical on file with the College's Health Services Office before participating in practice or game competitions.

Facilities include Falcon Park, Spartan Hall, the Fitness Center, the recreational Nature Trail, auxiliary gym space, team locker rooms, an athletic training room, an equipment room, and racquetball courts. The College works with the City of Auburn to provide access to off-campus facilities (Casey Park and Falcon Park) for Cayuga Community College sporting events. The College also works with the Baldwinsville Rod and Gun Club to support its Clay Target team.

For more detailed information regarding Cayuga Community College athletic programs, visit the official Spartan athletics website.

Auburn/Cayuga Community College Alumni Association

The Alumni Association was founded in 1959 to foster continuing interest in the welfare and development of the College. Its mission is "to promote and enhance relations among the alumni, the College community, and the community at large."

With a thriving community of over 26,000 members, the ACC/Cayuga Alumni Association offers many benefits. Every Cayuga graduate is automatically enrolled; no membership fees or sign-up is required. This means you gain access to a range of exclusive opportunities and resources.

The ACC/Cayuga Alumni Association activities include:

- The Spartan Magazine

- Organized and escorted day and weekend trips to various destinations

- Campus & Community Involvement

- Scholarships

- Social Media with Facebook and Linked In

- Alumni-branded merchandise

- Alumni, Distinguished Service, and Honorary Alumni Awards

Contact Information

Guy Thomas Cosentino
Executive Director
gcosentin@cayuga-cc.edu

Kia Larsen
Director of Alumni Relations & Deputy Director of the Foundation
klarsen@cayuga-cc.edu
315-294-8524

Bookstore

Barnes & Noble operates the college bookstore on the Auburn campus, located on the lower level of Spartan Hall. With the exception of the nursing program and winter session, students are automatically enrolled in the bookstore's Cayuga Bound program when they register for classes. Students will have the option for pick-up or delivery. Cayuga Bound helps reduce the cost of course materials by up to 50%, and course material fees are included in the student's bill. Students will be provided the opportunity to opt out of this program. The bookstore also sells general reading titles, office and art supplies, College logo-wear and gift items, software packages at academic prices to students, faculty, and staff, and various general merchandise. The bookstore is open to the public.

Contact Information

Emma Kennedy
Manager
ekennedy@bncollege.com
315-294-8686

New Student Orientation

Cayuga Community College created an orientation program that provides information about campus policies, programs, and services. Students participating in this orientation will gain valuable knowledge to help them achieve academic success at Cayuga. New students will be provided access to our online orientation after registering for classes and are strongly encouraged to complete the program before starting classes. In addition, before the start of the semester, students will be able to participate in Discover Day, an on-campus orientation program to engage with faculty, staff, peers, and community partners.

Contact Information

Norman Lee
Director of Student Activities
leen@cayuga-cc.edu

Student Clubs and Organizations

Joining a student club or organization offers many benefits, including meeting new friends. Club involvement also allows students to learn time management and group dynamics skills. These experiences, combined with academic learning, are the ingredients of a well-rounded education. Students are encouraged to join one of the various campus clubs or organizations because the experience can last a lifetime. Please take the time to review the list of campus clubs by contacting the Student Government Organization.

If you want to establish a new club on campus and know of interested students, contact the Student Government, Director of Student Activities, or Student Activities Coordinator.

All clubs are funded by the Student Activity fee and managed by the Student Government.

Student Housing

Students are responsible for arranging their own housing. Various off-campus housing options are available, including Lattimore Hall, a privately owned and managed apartment building in downtown Auburn. The Centers for Student Engagement and Academic Advisement maintains a list of off-campus housing available each semester. The list includes apartments and room rentals for college students offered by Auburn area landlords.

While the College assumes no responsibility for inspecting, approving, or supervising off-campus housing, it's important to note that each landlord listed must sign a non-discrimination statement certifying that there will be no discrimination based on

Contact Information

Lattimore Hall
81 Genesee Street
Auburn, NY 13021
315-258-3800
info@lattimorehall.com

race, gender, religion, national origin, age, disabilities or marital status, ensuring your rights and safety.

Students are encouraged to search for housing early in the summer before starting at Cayuga.

Contracts with local bus services in Cayuga and Oswego Counties provide free bus transportation to full-time Cayuga students with proper identification.

Lattimore Hall

Lattimore Hall, a privately owned and managed apartment building in downtown Auburn, was designed to offer housing specifically for Cayuga students from out of the area. With a capacity of approximately 90 students and an on-site professional staff, Lattimore Hall offers 3-, 4-, and 6-bedroom furnished suites with phone, cable, and internet access.

Situated in the heart of historic Auburn, New York, Lattimore Hall offers a convenient location. It's within walking distance from museums, churches, shops, restaurants, a large Wegman's supermarket & pharmacy, and the YMCA. Additionally, free Centro bus service is available for students commuting between the Auburn campus and Lattimore Hall.

Governance and Excellence

In this section:

  - College Leadership
  - Faculty Leadership
  - SUNY Chancellor's Award Recipients

College Leadership

Cayuga Community College Board of Trustees

The College is governed by a ten-member Board of Trustees. The Governor appoints four trustees for seven-year terms; five are appointed by the County Legislature for seven-year terms; a student trustee is elected annually to serve for one year.

Trustees for the 2024–25 academic year are:

  - **Anthony Franceschelli**, Chair
  - **Mark Coleman**, Vice Chair
  - **Jeffrey Pirozzolo**, Secretary
  - **Marian Brown**
  - **Agnes Crothers**
  - **Stephanie Hutchinson**
  - **Linda Van Buskirk, Ph.D.**
  - **Heidi Nightengale**
  - **Angela Winfield, J.D.**
  - **Hannah Iozzio** – Student Trustee

Cayuga County Legislature

Cayuga Community College is locally sponsored by Cayuga County and governed by a 10-member Board of Trustees, five of whom are appointed by the Cayuga County Legislature.

  - Jonathan Anna, Chair
  - Heidi Nightengale, Vice Chair
  - Aileen McNabb-Coleman
  - Elane Daley
  - Stephanie Devito
  - Brian Muldrow
  - Hans Pecher
  - Robert Shea
  - Mark Strong

- Benjamin Vitale
- Tom Winslow

Cayuga Administrative Leadership

- **Brian M. Durant, Ed.D.**
  President
  bdurant@cayuga-cc.edu
- **Keiko Kimura, Ed.D.**
  Provost and Vice President for Academic Affairs
  kkimura@cayuga-cc.edu
- **Cathleen Dotterer, Ed.D.**
  Vice President, Student Affairs
  cdottere@cayuga-cc.edu
- **Kelly Albrecht, M.S.**
  Chief Financial Officer/Treasurer
  kalbrecht@cayuga-cc.edu
- **Lindsey Suppes, M.S.**
  Director of Human Resources
  lsuppes1@cayuga-cc.edu

Faculty Leadership

The Cayuga faculty comprises approximately 55 full-time teaching faculty members and 100 part-time instructors. Cayuga's instructors hold advanced degrees from universities nationwide and bring a broad range of professional experience from the academic world and beyond.

The hallmark of the faculty is dedication to students. In student opinion surveys, Cayuga instructors consistently earn positive reviews for their competence and commitment. Members of the Cayuga faculty have earned dozens of awards and citations for educational excellence, including several SUNY Chancellor's Awards for Excellence.

SUNY Distinguished Service Professor

Eric A. Zizza

Professor
Chair, Division of Behavioral and Social Sciences,
Business, Criminal Justice, Teacher Education, Physical
Education
and Health
B.A., Colgate University M.S., SUNY College at Oswego

SUNY Distinguished Service Professor Emeritus

Steven R. Keeler

B.A., University of Buffalo
M.S., Syracuse University
Graduate Certificate, Telecommunications/Information
Resource Management, Syracuse University
Certificate, Online Teaching, UCLA
Cayuga Excellence Award, 2004-2005
SBE National Broadcast Educator of the Year 2000 &
2002

Professor Emeritus

THOMAS CASELLA
SHARON COOLICAN
AGNES CROTHERS
JEFFREY P. DELBEL
DONALD FAMA
MARYANNE FELTER
STEVEN R. KEELER
JOHN LAMPHERE
LORAINE MILLER
HOWARD NELSON
THOMAS PACZKOWSKI
DONALD SANZOTTA
DIANA VALDINA
EDWARD WAGNER
SUSAN WOLSTENHOLME

Cayuga Faculty

Nicole Z. Adsitt, Ph.D.

Professor
Director, Centers for Student Engagement and Academic Advisement
B.S., Nazareth College of Rochester
M.S., Syracuse University
Ph.D., Syracuse University

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M.A., DePaul University
Ph.D., DePaul University

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M.S., SUNY College of Environmental Science and Forestry
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CAS (Certified Addictions Specialist)
DCC (Distance Credentialed Counselor)
Certificate in Integrative Health

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M.M., Manhattan School of Music
M.S., Syracuse University

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Kellogg Institute, Appalachian State University

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M.S., University of Florida
M.S., University of Saint Joseph
Ph.D., Syracuse University
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M.S., Cornell University
Ph.D., Cornell University

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B.S., Cornell University
M.F.A., School of the Art Institute of Chicago
Visual Arts Advanced Certificate, Harvard Extension
School
Advanced Certificate in Disability Services in Higher
Education, Disability Studies
City University of New York (CUNY), School of
Professional Studies
July 2024

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MBA, ITT Technical Institute
M.S., Walden University
A.B.D., Walden University

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M.S., McGill University
M.A., Syracuse University
A.B.D., Syracuse University

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M.S., Syracuse University
Ed.D., Capella University

Wai-Yin Law

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M.S., Le Moyne College

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M.S., SUNY College at Oswego

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M.S., University of Scranton

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B.A., Brigham Young University
M.A., Northern Arizona University
Ph.D., University at Buffalo

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Business, Criminal Justice, Teacher Education, Physical
Education and Health
B.A., Colgate University
M.S., SUNY College at Oswego

SUNY Chancellor's Award Recipients

Teaching Excellence

- Donald F. Fama 1973
- Harry R. Greer 1974
- Robert H. Brunell 1974
- Daniel F. Schultz, Ph.D. 1975
- Donald Sanzotta 1978
- Janet M. Correll 1990
- Scott D. Barnes 1992
- Thomas F. Steenburgh 1993
- Donald J. Griffin 1995
- Victor P. Garlock, Ph.D. 1996
- William L. Barth 1997
- Howard H. Nelson 1998
- Jeffrey P. Delbel, Ph.D. 1999
- Linda L. Alfieri, RN 2000
- Susan C. Wolstenholme, Ph.D. 2001
- Maryanne Felter, Ph.D. 2002
- Sharon A. Coolican, Ph.D. 2004
- Cheryl A. Foster, RN 2005
- Susan K. Gilmore 2006
- Christie G. Waters 2007
- William A. Prosser 2008
- Elizabeth W. McCormick 2009
- Paul A. Richardson 2011
- Patricia S. Gridley, Ph.D. 2012
- Shannon M. Lavey Reohr 2013
- John B. Campbell 2015
- Kathy A. Gross 2015
- Joel Humphrey, Ph.D. 2016

- Rob Humphrey, Ph.D. 2016
- Richard J. Bower, Ph.D. 2017
- Diana Valdina 2018
- Melissa Johnson 2019
- Paul Nolan 2020
- Vita Racko 2020
- Mary Bulkot 2021
- Christopher D'Arcy, Ph.D. 2022
- Sheila Myers 2023
- Michael L. Pacelli, Ph.D. 2024
- Mark L. Montgomery, Ph.D. 2025

Adjunct Teaching

- Kathy A. Scozzari 2014
- James M. Bartley, Jr. 2014
- William DeMott 2016
- Michelle Speach 2016
- Kelly Quigley Ludemann 2018
- Christine Motto 2020
- Daniel V. Ferens 2024

Faculty Service

- Robert H Brunell 2004
- Jennifer L. Nichols 2017
- John Lamphere 2018
- Jerimy Blowers, Ph.D. 2021
- Eric Zizza 2022
- Norman Lee 2023
- Terry Kupp, Ed.D. 2024
- Elizabeth Seton Mignacca, Ph.D. 2025

Scholarship and Creative Activities

- Howard H. Nelson 2002

Librarianship

- Martha J. Lollis 1991
- Kathleen J. Long 1996

- Margaret A. Devereaux 2004

Excellence in Professional Service

- Martin J. Wisniewski 1991
- Douglas O. Michael 1992
- David H. Richards, Ph.D. 1993
- Susan M. Kuncio 1994
- James L. Cranfield 1994
- Gregory L. Szczepanski 1995
- Thomas J. Paczkowski, CFP 1996
- Brenda L. Holland 1997
- Vickie C. Condie, RN 1998
- Joanne H. Lamb 1999
- Steven R. Keeler 2000
- Judith G. Miladin 2001
- Linda E. Szczepanski 2002
- Helene A. Stapleton 2003
- Keith M. Batman 2004
- Cathleen C. McColgin, Ph.D. 2005
- Norman L. Holland 2006
- Edward J. Kowalski Jr 2008
- David L. Harbaugh 2009
- William P. Lovell 2010
- Robert M. Frame 2012
- Michael A. Pastore 2014
- Rebecca Devendorf 2018
- Adam Williams 2019
- Allison Cass 2020
- Amanda Reed 2021
- Lisa Jo Greenfield 2022
- Shannon M. Patrie 2023

Excellence in Classified Service

- Sharon L. Farrar 2009
- Patricia A. Stock 2010
- Diane M. Salvati 2011
- Carol A. MacKenzie 2012
- Robert Szczepanski 2013
- Patricia J. Hamberger 2014

- Ronda L. Olszewski 2015
- Ernie Leonard 2016
- Linda D'Amato 2017
- Lorelee Lardear 2018
- Lt. Ralph Stacy, Jr. 2019
- Misty Digaetano 2020
- Deborah Purcell 2021
- Karen Wheat 2022
- Haley Vitale 2023
- Glenn Warner 2024
- Donna Whiting 2025

About Cayuga

In this section:

- Mission Vision and Values
- Our History and Tradition
- Campus Facilities
- Cayuga Students
- Accreditation
- State University of New York (SUNY)

Mission, Vision and Values

Mission

Cayuga Community College is a supportive and inclusive institution where students are encouraged to grow, discover their highest potential, and advance their educational and professional goals.

Vision

Cayuga Community College will improve the quality of life in the communities we serve by promoting student success and providing accessible learning opportunities that lead to valuable career and transfer pathways.

Values Statement

We pursue and uphold these values with integrity.

Opportunity

We provide high-quality, affordable, accessible education that fosters openness, curiosity, and creativity in our students.

Diversity

We work to foster a sense of belonging for all members of our community by honoring all voices and perspectives and respectfully acknowledging each person comes from a unique background and has had distinct experiences.

Equity

We strive to remove barriers to student success, create an inclusive student experience, and provide support so students can achieve their full potential.

Civility

We strive to build a college community where we treat each other with respect, and all members are invited to engage in genuine discourse, active listening, and civil dialogue.

Collaboration

We pursue dynamic partnerships with industry, workforce, education, and community agencies that have a positive impact on the communities we serve.

Inspiring You to Learn and Grow

Cayuga inspires you to learn and grow. Explore for yourself why Cayuga Community College changes lives, with diverse learning opportunities to discover your passions and advance your personal and professional growth. We are Cayuga Community College!

Our History and Tradition

Cayuga Community College, a unit of the State University of New York located in Auburn and Fulton, is a two-year community college sponsored by Cayuga County and governed by a 10-member Board of Trustees.

Committed to being the community college for Cayuga and Oswego counties, the College offers transfer and career-oriented curricula on a degree and certificate basis through day, evening, online, and summer sessions. For groups such as high school students, government agencies, retirees, and industrial, business, and professional personnel, the College also offers credit and credit-free specialized instruction according to need and interest.

Founded in 1953 under the sponsorship of the Auburn City School District as Auburn Community College, it changed its official name to Cayuga County Community College in 1975, when Cayuga County assumed sponsorship.

Our campuses offer more than just a place to study. The Auburn Campus, nestled in the heart of Cayuga County in New York State's Finger Lakes Region, and the Fulton Campus, just 10 miles from the southeast shore of Lake Ontario in Oswego County, provide a unique blend of rural and urban cultures. With a wide variety of recreational and cultural opportunities, including museums, parks, and theatrical and musical venues, and the cities of Ithaca, Syracuse, and Rochester just a short drive away, there's always something new to explore.

Auburn Campus

Advanced Manufacturing Institute

Located at the center of the Auburn Campus, the Advanced Manufacturing Institute is home to the instructional space and equipment that's essential to Cayuga's manufacturing programs. The AMI was developed in consultation with local industrial leaders to prepare students with the curriculum and hands-on learning they need for manufacturing careers.

Cayuga Culinary Institute

Opened during the 2021-22 academic year, the Cayuga Culinary Institute hosts the College's Culinary Arts AAS Degree Program. Located at 161 Genesee Street, Auburn, in the Plaza of the Arts, the Center includes classroom space and a state-of-the-art culinary kitchen with individualized cooking suites. Through expert instruction and hands-on experiences, students master food preparation, plate design, cooking techniques, menu design, and safety and sanitation methods.

Childcare Center

Cayuga Community College's Childcare Center is located at 81 Wall Street in Auburn. The Center offers year-round programming for children aged six weeks to 5 years old and serves as the site for the Auburn School District's Universal Pre-Kindergarten program. The facility offers curriculum-based programming with experienced staff. It is a state-licensed and Quality Star NY-accredited facility.

Falcon Park

Cayuga's baseball, softball, and soccer athletic programs practice and compete at Falcon Park, a multi-purpose turf field in the City of Auburn. The field is also the home of the Auburn Doubledays baseball team.

Health-Business-Technical (Tech) Building

The Health-Business-Technical (Tech) Building houses IT Services and Support, computer labs, business, criminal justice, science, and technical program classrooms and labs. The Tech Building includes a state-of-the-art 32-track audio recording studio, 16-track remote recording facility, FM radio station, television studio and remote equipment, digital media lab, and production suites.

James T. Walsh Regional Economic Center/Karpinski Rotunda

The James T. Walsh Regional Economic Center/Karpinski Rotunda includes the Cayuga Community College Office of the President, Administrative Services, Human Resources, and the Cayuga County Community College Foundation/Alumni Association.

Library Building

In addition to the main facilities and resources of the Learning Commons – Library, the Library Building also houses the Learning Commons – Academic Support, the Office of Accessibility Resources, classrooms, and faculty offices.

Main Building

The Main Building houses most student services offices, including Admissions, Financial Services, Registrar, Health Services, and Centers for Student Engagement and Academic Advisement. The offices of the division chairs and many of the faculty are in the Main Building. The Main Building also houses art studios, chemistry labs, the computer-assisted design (CAD) lab, a geographic information technology lab, a computer lab complex, electronics labs, nursing labs, a piano lab and choral suite, a student recreation room, and the Irene A. Bisgrove Community Theatre.

Nature Trail

The Nature Center also includes a mile-long exercise circuit and nature trail with ponds, gardens, and gazebo.

Spartan Hall

Spartan Hall is home to the Student Center and college bookstore. It also houses classrooms, offices, and courts for basketball, racquetball, and volleyball, a fitness center with an aerobic super circuit, a weight training room, and locker rooms. Spartan Hall fully complies with Title IX and 504 regulations, providing equal facilities for men and women and special access and facilities for persons with disabilities.

Wellness Center & Food Pantry

The Wellness Center on the Auburn Campus offers dedicated space for students to relax, study, and meet with Cayuga's dedicated mental health professionals. The Center also houses the Food Pantry, where students can find snacks and meals throughout the day.

Workforce Development Center

Now in its first year, the Workforce Development Center houses College and local agencies who are dedicated to career and employment services for students and community members. It houses Cayuga's Community Education and Workforce Development Office, offering standard and customized contract training for area employers.

Fulton Campus

Advanced Manufacturing Institute

Opened in 2022, the Fulton Campus Advanced Manufacturing Institute houses diverse training equipment and classroom space to support students. The AMI was developed in coordination with regional manufacturing leaders to ensure students have access to proper instruction and experience with equipment they need for a successful career.

Main Campus

Since 1994, Cayuga Community College has provided a gateway to higher education in the Oswego County region. Students can complete requirements for a host of degrees offered entirely at the Fulton Campus, a state-of-the-art facility at 11 River Glen Drive featuring classrooms, labs, student lounge space and event center, and a stunning learning commons at the heart of the campus. The facility enables Cayuga Community College to meet the needs of Oswego County and the surrounding region for years to come.

Oswego County Law Enforcement Academy

The Academy was opened in the spring of 2025 and represents a significant partnership between the College and Oswego County. Along with hosting academy classes, the facility will connect students in the College's Criminal Justice degree program to law enforcement agencies, facilitating their next career steps.

Wellness Center & Food Pantry

The Wellness Center on the Fulton Campus offers dedicated space for students to relax, study, and meet with Cayuga's dedicated mental health professionals and representatives from community health agencies. The Center also houses the Food Pantry, where students can find snacks and meals throughout the day.

Cayuga Students

Students choose Cayuga for a variety of reasons. While many students pursue a degree or certificate, many take courses for other reasons: to gain specific job skills, explore an area of interest, pick up courses needed for a degree elsewhere, or prepare for transfer to another institution. With these goals in mind, Cayuga provides academic support, financial aid, and other resources to help all students with their educational progress.

Student Profile, Fall 2024

The following is a recent profile of the student population:

Auburn Campus	442
Fulton Campus	296
Online	874
High School / Other	2,047
Full-Time / Part-time Ratio	22/78%
First Time	417
Transfer	392
Continuing/Returning	766
Concurrent HS Enrollment	2,084
Female / Male Ratio	59/41%
Residents of Cayuga or Oswego County	71%
Median Age	21

Campus Facilities

Two Convenient Locations.

Both Cayuga Community College campuses are easy to reach anywhere in the Northeast. The Auburn Campus is located in the City of Auburn in Cayuga County, a short drive from New York State Thruway Exit 40. The Fulton Campus is located in the City of Fulton in Oswego County.

The Cities of Auburn and Fulton are located in the beautiful Finger Lakes region of New York.

Learn More: Detailed directions to both campuses are available on our website.

Accreditation

- **Middle States Commission on Higher Education (MSCHE)**
  Cayuga Community College is an accredited institution and a member of the Middle States Commission on Higher Education (MSCHE or the Commission) www.msche.org. Cayuga Community College's accreditation status is accreditation reaffirmed. The Commission's most recent action on the institution's accreditation status on June 26, 2025, was to reaffirm accreditation. MSCHE is recognized by the U.S. Secretary of Education to conduct accreditation and pre-accreditation (candidate status) activities for institutions of higher education including distance, correspondence education, and direct assessment programs offered at those institutions. The Commission's geographic area of accrediting activities is throughout the United States.
  Accreditation was first awarded in 1965 and reaffirmed in 1975, 1986, 1991, 1996, 2006, 2016, 2025.

  Middle States Commission on Higher Education
  1007 North Orange Street
  4th Floor, MB #166
  Wilmington, DE 19801

- **Accreditation Commission for Education in Nursing (ACEN)**
  The Associate in Applied Science Degree nursing program at Cayuga Community College at the Auburn and Fulton campus(es) located in Auburn NY and Fulton NY, is accredited by the: Accreditation Commission for Education in Nursing (ACEN).

  Accreditation Commission for Education in Nursing
  3390 Peachtree Road NE, Suite 1400
  Atlanta, GA 30326
  (404) 975-5000

  The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate in Applied Science Degree nursing program is continuing accreditation.

  View the public information disclosed by the ACEN regarding this program on the ACEN website.

The State University of New York (SUNY)

The State University of New York is the largest comprehensive university system in the United States. Our impact in New York State and across the globe begins with our 64 institutions, including research universities, academic medical centers, liberal arts colleges, community colleges, colleges of technology, and an online learning network. We serve nearly 1.3 million students in credit-bearing courses and programs through continuing education and community outreach programs. Our nearly 3 million SUNY alumni are located around the globe, each making their unique impact.

SUNY was created from a commitment to opportunity and access and designed to meet diverse needs across a vast geographic landscape. We reflect both the land grant mission reborn and a reputation for embracing new thinking and brighter ideals. Our faculty and students constantly seek, generate, analyze, and send knowledge back into the world through informed citizens, revitalized communities, and experts who transform entire sectors.

SUNY's colleges and universities are state-supported, and our graduates have been giving back and transforming the lives of local and global citizens since we were established over 70 years ago. Millions of SUNY alums work in their

communities daily, changing and improving the world with exceptional contributions — whether defined as a medical breakthrough, a technological innovation, an inspirational piece of art, or the birth of a new business.

By leveraging our talents and resources in targeted, quantifiable ways, we bolster New York's economy and enhance the quality of life for its citizens. Learn more about the Power of SUNY, where we outline our goals and firm intentions.