Undergraduate Course Catalog

2021-2022

AIC | AMERICAN INTERNATIONAL COLLEGE

American International College

1000 State Street
Springfield, Massachusetts 01109
www.aic.edu
1-800-242-3142

At a Glance

American International College is located in Springfield, Massachusetts – a city of 150,000 people in the Connecticut River Valley. Areas of study at the undergraduate level include: accounting, athletic communications and leadership, biology, business administration, communications and public relations, criminal justice, digital marketing communications, economics and finance, educational studies, exercise science, human biology, integrated studies, interdisciplinary science, international studies, liberal studies, management, marketing, media communication studies, nursing, occupational therapy, physical therapy, psychology, public health, sociology, sports and recreation management and visual and digital arts.

Graduate degrees are available in business administration, cannabis science and commerce, counseling, education, educational psychology, exercise science, forensic psychology, leadership, nursing, occupational therapy, physical therapy, public health.

AIC's flexible scheduling allows for courses to be held during the day and evenings in the fall and spring terms and during intersession (January) and summer sessions.cv Courses are offered in seven-week, eight-week and fifteen-week sessions.

The student body consists of approximately 1345 undergraduate students from 30 states and 20 countries and over 1500 graduate students.

Wireless internet access is available throughout the campus.

Notice to Reader
The reader should take notice that every effort is made to ensure the accuracy of the information provided herein. American International College, however, reserves the right to make changes at any time without prior notice. The College provides the information herein solely for the convenience of the reader and, to the extent permissible by law, expressly disclaims any liability that may otherwise be incurred.

The College reserves the right to alter any of the rules and regulations outlined in this catalog and also in the Academic Regulations. All such changes are effective at such times as the proper authorities determine and may apply not only to prospective students, but also to those already enrolled in the College. This catalog should not be construed as constituting a contract between the College and any other person.

NOTE: For updated information, please visit our website at: www.aic.edu. Additional sources of information regarding college policies can be found in the Undergraduate Academic Regulations, Graduate Academic Regulations and the Student Handbook. Students are responsible for the information contained in each of these.

The President's Message

Our college is unlike any other. Combine renowned educational offerings, an ever-supportive faculty and staff, and a 136-year legacy of providing access and opportunity to a diversely talented student body, and you have American International College (AIC) in a nutshell.

To attend AIC is to become a part of a community. We are committed to the idea of higher dedication, which means you are not just a number here. You have unmatched access to faculty, staff, and resources dedicated to your success. And our small size allows us to remain on the cutting edge of the constantly shifting landscape of higher education.

By the same token, our close-knit campus benefits from its position at the geographical center of Springfield, a historic and vibrant city in the cultural hub that is the Pioneer Valley. Our unique location is indispensable to the well-rounded education AIC provides.

I encourage you to explore this catalog, consider your path to personal, academic, and professional fulfillment, and find out how far AIC will take you.

Vincent M. Maniaci
President

Table of Contents

At a Glance 2
The President's Message 4
Mission 9
A Brief History 10
The Campus 13
Accreditations and Affiliations 16
Academic Support & Student Success Services 17
Honor Societies 20
Academic Societies 23
Honors Program 25
Undergraduate Degrees At A Glance 27
Undergraduate Admission 30
Additional Admission Information for Specific Groups 37
Expenses 45
Tuition and Fees (2021-2022) 46
Student Accounts Policy and Procedures 54
Financial Aid 63
Cooperating Colleges of Greater Springfield 66
Undergraduate Curriculum 67
General Education Requirements (42-45 credits) 69
School of Business, Arts and Sciences 73
Degree Programs 74
- **Associate Degrees** 74
- **Liberal Arts (AA)** 74
- **Bachelor Degrees** 75
- **Bachelor of Arts Majors** 75
- **Bachelor of Science Majors** 75
- **Bachelor of Science in Business Administration Majors** 75
- **Minors** 76
- **Pre-Professional Studies** 76

Bachelor of Arts Degree Majors and Minors 77

Communication and Public Relations (BA) 77
Digital Marketing Communications (BA) 79
Integrated Studies (BA) 81
International Studies (BA) 82
Liberal Arts (BA) 84
Liberal Studies (BA) 85
Social Science (BA) 87
Sociology (BA) 88
Theater Arts (BA) 90
Visual and Digital Arts (BA) 92
Bachelor of Science Degree Programs and Minors 94
Athletic Administration and Leadership (BS) 94
Biology (BS) 96
Criminal Justice (BS) 98
Human Biology (BS) 100
Interdisciplinary Science (BS) 102
Media Communication Studies (BS) 103
Psychology (BS) 104
Bachelor of Science in Business Administration Degrees and Minors 106
Accounting (BSBA) 106
Economics and Finance (BSBA) 108
General Business (BSBA) 110
Healthcare Management (BSBA) 111
International Business (BSBA) 113
Management (BSBA) 115
Marketing (BSBA) 117
Sports and Recreation Management (BSBA) 119
Additional Minors 121
Certificates 128
Evenings at AIC 131
School of Health Sciences 132
School of Education 148
Course Descriptions 153
Athletic Administration and Leadership 153

American International College 157
American Studies 160
Art 161
Biology 162
Business 170
Chemistry 171
Communication 177
Criminal Justice 183
Economics 186
Education 188
English 191
Exercise Studies 195
Finance 198
French 199
Healthcare Management 200
History 201
Honors Program 206
Interdisciplinary 207
International Business 208
International Studies 210
Italian 211
Management 211
Management Information Systems 213
Marketing 214
Mathematics 217
Micro Emerging Markets 219
Music 220
Nursing 221
Occupational Therapy 226
Philosophy 226
Physical Therapy 227
Physics 227
Political Science 229
Psychology 233

Public Health..... 237
Social Work 239
Sociology..... 243
Spanish 246
Speech Language Pathology 247
Sports and Recreation Management 248
Theater..... 250
Visual and Digital Arts 255
Administration/President's Cabinet.....258
Division and Program Directors.....260
Directory of College Offices and Services.....261
Board of Trustees.....276
Notice of Non-Discrimination 278

Mission

The mission of American International College is to prepare students for personal fulfillment, professional achievement and civic engagement through educational experiences that transform lives.

Academic programs founded on the knowledge, skills and values of the liberal arts engage students in theory and emphasize applied learning, while preparing them for the challenges and opportunities presented in the global environment.

Committed to the intrinsic worth of each individual, AIC prepares students for life!

The Educational Philosophy
Building on its mission, the College believes that its primary function is to engage students in the enterprise of learning. The curriculum has been designed to serve this function; all other activities, including co-curricular and athletic programs, are consistent with this primary function.

The College is dedicated to the belief that the liberal arts provide the best foundation for lifelong intellectual growth and informed career and professional education. The institutional mission centers on the intellectual, social and professional preparation of each student. The college community is committed to nurturing in each individual an awareness of intrinsic worth, a concern for other individuals, an international perspective and a dedication and sense of responsibility to the private and public sectors of our society.

An important element of this commitment is communicating—by means of a core of required courses—an understanding of the American cultural heritage and an awareness of the social and ethical issues of our times. The expected outcomes of the general education program are to think logically, compute accurately, communicate effectively and act creatively. In addition, the curriculum of each of the College's schools incorporates coursework as well as practica or internships designed to cultivate depth of understanding in a particular discipline. Thus, our students achieve the competencies necessary both for admission to and successful performance in graduate and professional schools, or immediate entry into a career or professional field of their choice.

In pursuing its goals, the College attempts, through efficient management and wise use of resources, to deliver these services affordably and in an atmosphere that reflects a sense of community, identity and purpose among faculty, staff and students.

A Brief History

American International College was founded on July 18, 1885 by the Reverend Mr. Calvin E. Amaron, who persuaded other enlightened clergy to assist in the establishment of a college that would provide the youth of his own French Canadian ethnic group with access to higher education. The founders understood that a college education was an effective means of gaining economic and social success in American society. They wanted to provide access to higher education to all who wanted to broaden their horizons and improve their futures.

The first president of the new College and chairman of the board of trustees, the Reverend John Morton Greene, was fully committed to AIC's founding mission. He led the effort to get the College chartered by the Commonwealth of Massachusetts, an honor granted to the College on September 18, 1885.

Always at the forefront of providing access to all who wanted it, it was not long until the College was breaking new barriers. Its second president and visionary founder, Reverend Amaron, asserted that women should be given the same opportunity as men to pursue higher education. The board of trustees discussed the question and agreed. Women were admitted to the College for the first time in 1892. President Amaron is honored for his leadership with his name on the central academic building on campus—Amaron Hall.

The College continued in its mission of educating newcomers to the United States for both citizenship and success. In this way, it was both American and international. Students learned English, American history, mathematics and science in an effort to become effective citizens and community leaders. The student body before World War I comprised people from 42 nations, reflecting a rich diversity from Europe, Asia, Africa and North, Central and South America.

With the onset of World War I and the subsequent adoption by the United States of immigration quota laws, there came an inevitable decrease in enrollment. During the mid-1920s, the chief goal of the College shifted, from the education of international and immigrant students to providing quality education to a diverse body of United States citizens. With its new direction, the College survived the economic depression of the 1930s and the world war of the early 1940s.

The growth of the College since the end of World War II has been notable. The establishment of the evening college and the summer school provided a springboard for rapidly escalating enrollment beginning in 1946. Returning veterans swelled classes and the College added many new faculty and staff members.

In the following two decades, the progressive development of the curriculum required enlarged physical facilities that the campus continues to enjoy. The College, with fully developed curricula in the liberal arts and sciences, business administration and teacher education, offered the intimacy of a small college and the curriculum of a university.

The early 1950s witnessed educational innovation with the creation of a training program for a group of skilled artisans from Marshall Aid countries in Europe. Part of the special curriculum

included a period for the trainees to work in local industries to learn American production methods. More than 100 persons representing 11 nations were involved in the program.

In 1953, after conferring with business executives in the area, the College began an evening offering known as the Executive Development Program. This graduate study program was for people with executive responsibility and for those who anticipated taking positions in management. Accepted candidates were able to earn the master of business administration degree entirely through evening classes. This program was a first of its kind in the region.

The Schools of Arts and Sciences and Business Administration were established in 1960 and the School of Psychology and Education in 1970.

During the 1960s, American International College experienced substantial growth; 11 new buildings were erected. The 1970s witnessed the addition of the Curtis Blake Child Development Center, improvements to existing facilities and the acquisition and beautification of a substantial amount of property on the immediate periphery of the main campus. The James J. Shea, Sr. Memorial Library was completed in 1980 and The Karen Sprague Cultural Arts Center and the Esther B. Griswold Theatre for the Performing Arts followed in 1984. An addition to the existing Schwartz Campus Center was opened in September 1992. The Sokolowski Tower portion of the building, which houses the clock tower and carillons, was formally dedicated on April 22, 1994 and named in honor of Joseph and Anna Sokolowski by their daughter Sylvia Falconer Lissa ’29. The addition of the Harry J. and Annette R. Courniotes Hall that houses the Divisions of Physical Therapy, Occupational Therapy and Nursing was the last physical addition to the College in the 20th century. A unique feature of the complex is an anatomical laboratory.

Notable during the period from 1975 through the mid-1990s was the development of several programs. The Curtis Blake Child Development Center exerted leadership in the field of learning disabilities. The College has attained a national leadership position because of work within the Center, including provision for college study by learning-disabled students and the initiation of a doctoral program in educational psychology with a specialty in learning disabilities.

Also during this period, the Division of Nursing was established and programs in criminal justice and special education, the day division program for graduate studies in business, the graduate programs in clinical psychology, school psychology, public administration and human resource development and the undergraduate programs in computer science, international business and communications were developed. A significant new major in undergraduate physical therapy was introduced in February 1993, augmenting the College’s already strong programs in the sciences and in nursing. The graduate professional program in physical therapy, leading to a master of physical therapy degree, began in September 1996 and the doctorate in physical therapy program began in September 2005. A baccalaureate degree program in occupational therapy was begun in September 1995. The master of occupational therapy program began in September 2000, followed by the doctorate program in occupational therapy in 2017. A master of science in nursing was launched in 2005.

The College Today
In the early 21st century, American International College remains attractive to current students, alumni, the greater Springfield community and the world for many reasons. Situated in the heart of the medium-sized New England city of Springfield, Massachusetts, the College is an active and vibrant institution that has educational programs throughout the year during the daytime, evening and on weekends. The College is a community of learners nurtured by faculty members who are dedicated to the mission of the College and energized by a student body that strives toward academic excellence. Our students are drawn principally from the northeast region of the United States, but students from many other states and nations choose to study with us. We take pride in our diversity, as 21% of our undergraduate students are Black or African American and 21% are Hispanic. The College enjoys the reputation of being student-centered, with a 17-to-1 student-faculty ratio. Academic programs include the traditional major offerings in the liberal arts, various specialties in business administration and teacher education, as well as such professional programs as nursing, occupational therapy, physical therapy and criminal justice studies.

The College has comprehensive programs of social and cultural significance that are largely student-operated and supported by an active student government. A wide variety of intercollegiate and intramural sports programs serve both men and women.

Enrollment
American International College consists of a student body of approximately 1,350 undergraduate students from 30 states and 20 countries. Over 1,800 graduate students study on the flagship Springfield campus as well as several extended campus sites in Massachusetts.

College Finances
A copy of the College's most recent audited financial statement is available upon request from the Office of the Vice President for Finance. Copies of previous tax returns (Form 990) are posted on www.guidestar.com.

The Campus

Location
The American International College campus is located in the geographic center of the City of Springfield, Massachusetts.

Springfield is a medium-sized American city of 150,000 people currently in the midst of transforming itself from a manufacturing to a service center with a global outreach. It is the hub of a metropolitan area of over 468,000 people. Springfield is easily reached by automobile via Interstate 91 and the Massachusetts Turnpike; by rail via major north-south and east-west lines; and by airplane from Bradley International Airport (Hartford/Springfield) 30 minutes to the south, Logan International Airport (Boston) 90 miles to the east and John F. Kennedy International Airport (NYC) 110 miles to the south. A modern bus terminal, the headquarters of the Peter Pan Bus Company, provides regional and national connections.

To the west, the campus is less than two miles from Springfield's tourist and entertainment center, including the Naismith Memorial Basketball Hall of Fame. To the east, the campus is less than three miles from the city's largest shopping mall. All locations are accessible by an efficient and timely public transportation system operated by the Pioneer Valley Transit Authority. The city is proud of its professional theater, the symphony orchestra and its art, history and natural science museums. The MassMutual Center complex offers a venue for concerts, shows and sporting events.

The main campus is designed for student learning and living and features proportional scale, Georgian architecture and a traditional New England college quadrangle ("quad") with exceptionally fine landscaping. Facilities include the James J. Shea, Sr. Memorial Library; Amaron Hall, D.A.R. and Breck Halls; the Dining Commons; the Schwartz Campus Center; the Karen Sprague Cultural Arts Center and the Esther B. Griswold Theatre for the Performing Arts; the Courniotes Hall; the Colaccino Center for Health Sciences; and three residence halls.

The Edgewood Gardens Campus is reached through the College Mall Gate on State Street. It is the site of three residence halls, the Henry A. Butova Memorial Gymnasium/Falconer Fitness Center, the Harry G. Metcalf Gymnasium, the Ronald J. Abdow Field, the Richard F. Bedard Field, the Judy Groff Field, the John G. Hoyt Track, the MassMutual Soccer Field, tennis courts and athletic, intramural and recreational fields.

Information Services Department
The Information Services Department is located in the Shea Library with labs in Amaron Hall, Courniotes Hall and the library. The college network and the Internet are accessible wirelessly throughout the campus. There are printers and scanners in each lab.

Computer labs are available to the general student population as posted during the semester.

Joseph H. and Hilda Schwartz Campus Center
The Schwartz Campus Center, so named in recognition of the generosity of Joseph and Hilda Schwartz, is the focus of student life. It is a building dedicated to the co-curricular activities of

the student body. The offices of the student government and Model Congress are all located in the Schwartz Campus Center. The offices of the dean of students and the residence life staff are on the second floor. The center for student engagement and leadership development, campus recreation and diversity and community engagement are located on the lower level. Service and programming space found in the Campus Center includes the Kevin Saremi and Deborah Krewski Saremi Center for Career Development, the Frank and Norma Colaccino student lounge, the Hive snack bar, Starbucks, student mailroom, Follett bookstore, recreation rooms and an auditorium.

The Karen Sprague Cultural Arts Center and the Esther B. Griswold Theatre for the Performing Arts

The Karen Sprague Cultural Arts Center and the Esther B. Griswold Theatre for the Performing Arts, located at the northeast corner of the campus, presents its beautiful facade to passersby on State Street. The West Wing is devoted to the visual and literary arts, with studios and galleries, as well as classroom, conference and seminar facilities. The 500-seat Esther B. Griswold Theatre for the Performing Arts has a proscenium stage with flying space and quality acoustics to enable the presentation of professional musical and dramatic productions.

Residence Life

AIC's residence life program is all about community. First-year students live together in traditional residence halls on the Main Campus (Hines, Pouch and Magna Halls), while upperclassmen have the option of moving to the Edgewood Gardens Campus (Edgewood Complex and Acorn Heights - close to our athletic fields).

All student rooms have Wi-Fi Internet access and cable TV. Each sleeping area is outfitted with a bed, dresser, desk, desk chair and closet per resident. Each residence hall has free washers and dryers, game rooms and study areas. Parking is available by paid permit. All residence halls are secured by a 24-hour access system at the main entrance, which is also monitored by cameras. Campus Police are on duty 24/7.

Main Campus Residences

Hines Hall

Named in honor of Admiral John F. Hines who served the college as president from 1953-1969, Hines is an eight-story building that houses over 200 first-year students and is co-ed by floor. The Campus Police office is located in Hines and is staffed 24/7. Hines Hall is the place for first-year students with lots of activity and interaction.

Pouch Hall

Named in honor of Helena Pouch, a long-time member of the board of trustees and friend of the College, Pouch Hall is a four-story building that houses 120 female residents. Pouch is a mix of all class years, but houses many female first-year students.

Magna Hall

Named in honor of Edith Scott Magna who served the college as acting president in 1946 and as a College trustee for over 30 years; Magna Hall is a four-story building that houses 140 primarily sophomore residents. Magna is co-ed by floor.

Edgewood Gardens Residences
Edgewood Complex (Street and Broadhurst Wings)
Sophomores and most juniors may be eligible to live on our Edgewood Gardens Campus in the Broadhurst and Street Hall wings of the Edgewood Complex (E-Wood). Street Hall features traditional double rooms similar to the Main Campus. Broadhurst offers two-bedroom suites with a furnished common living area and bathroom for three or four residents.

Edgewood Complex (Edgewood Wing)
Residents with senior standing may apply to live in apartments in the Edgewood wing of the Edgewood Complex. The Edgewood wing features two-bedroom apartments that house four residents with a common living area, kitchen sink with cabinets and bathroom.

Acorn Heights
Acorn Heights is designed for juniors and above with both proven academic success and maturity. Each unit houses six residents in three-bedroom townhouses and features a full kitchen (appliances included), two bathrooms and a furnished living room.

Each unit has a deck for socializing as well as central air conditioning. Acorn townhouses can be co-ed/gender neutral. Students must apply for Acorn Heights in a separate application process prior to April housing selection day.

The newest housing facility designed specifically for graduate students, the Acorn Graduate Residence Hall, is located at 181 Acorn Street in Springfield. The three-story building is 13,329 square feet and includes eight fully furnished units which feature four single bedrooms, as well as full kitchens, dining and living spaces. The two first-floor units are fully ADA compliant. Onsite parking and laundry facilities are available.

Accreditations and Affiliations

American International College is accredited by the New England Commission of Higher Education (formerly the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges, Inc.) Inquiries regarding the accreditation status by the Commission should be directed to the administrative staff of the institution. Individuals may also contact:

New England Commission of Higher Education
3 Burlington Woods Drive, Suite 100
Burlington, MA 01803
Phone: (781) 425-7785
Email: info@neche.org

Health sciences programs have additional accreditation by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association, and the Commission on Collegiate Nursing Education (CCNE).

The education preparation programs are approved by the Massachusetts Department of Elementary and Secondary Education for state licensure eligibility.

The School of Business, Arts, and Sciences at American International College has received specialized accreditation for its business programs through the International Accreditation Council for Business Education (IACBE) located at 11374 Strang Line Road in Lenexa, Kansas, USA. The business programs in the following degrees are accredited by the IACBE: Master of Business Administration; Master of Science in Accounting and Taxation; Bachelor of Science in Business Administration with majors in accounting, economics/finance, general business, healthcare management, international business, management, marketing, sports and recreation management.

The United States Veterans Administration approves American International College programs for veterans.

American International College holds membership in the National Association of Independent Colleges and Universities, the International Assembly for Collegiate Business Education, the National Association of State Directors of Teacher Education and Certification, and the University Continuing Education Association.

Academic Support & Student Success Services

Center for Navigating Educational Success Together (The NEST)
The Center for Navigating Educational Success Together seeks to identify student needs, support the development of programs and services to address those needs, and partners with existing programs to build a supportive and caring environment that fosters learning, success, responsibility, and commitment.

The following services are available through the Center:

ACE Program
The American International College Core Education (ACE) Program is a federally funded Student Support Services TRIO program designed to assist with the personal growth and professional development of qualified students. The ACE staff works closely with students to help them adjust to college life, explore educational opportunities, develop study skills, get involved in campus activities, clarify career goals, and prepare for life after graduation. Services include a first year experience course, academic advising, advocacy, career development and financial aid counseling, mentoring, and cultural activities

AIC Plan for EXcellence (APEX Program)
The AIC Plan for Excellence (APEX) Program is a comprehensive approach for undergraduate students to move toward their own apex. The Program is generously supported by a Title III grant from the United States Department of Education. The program has been intentionally designed to develop a solid foundation for a lifetime of personal and professional success. The APEX Program is intentionally structured around four primary learning goals that we believe students should achieve during their time at AIC. These include:

- Intellectual Development & Lifelong Learning: This goal focuses on the intellectual development of each student and encourage their desire to commit to lifelong learning.
- Personal Growth: This goal supports each student in personal exploration and the development of skills and identity.
- Social & Cultural Competency: This goal enhances the cultural and social competency of each student.
- Career & Professional Development: This goal purposefully provides the opportunity for students to gain skills and knowledge in career and professional development to support their future.

All undergraduate students in each of the schools must satisfy the College's APEX program, including general education requirements.

Student Success Advising Center
AIC is committed to assisting students plan an approach to their coursework that supports their personal career goals and the essential academic and professional skills required for their majors. The staff of the Student Success Advising Center works closely with first-years, sophomores, and newly admitted transfers to ensure that they have a clear plan for a path to graduation. Working holistically with faculty in the majors and with Career Services, the Advising Center also helps students to identify the essential skills required for their majors and related careers. As rising juniors, students transition to faculty advisors who continue to support

their academic journeys, help identify appropriate internship/practicum experiences, and assist with the exploration of career and graduate school opportunities after graduation.

Additionally, the Student Success Advising Center is committed to helping students develop the skills they need to become independent learners, skills that will help them to succeed at American International College and, ultimately, in the workplace. Staff members are available to work one-on-one with students on strategies for time management, studying, test taking, and managing test anxiety.

Center for Accessibility Services and Academic Accommodations (CASAA)
The mission of the Center for Accessibility Services and Academic Accommodations is to create an accessible, inclusive, sustainable learning environment where disabilities are recognized as an aspect of diversity that is integral to the campus community and to society.

CASAA collaborates with all members of the institution's diverse community to ensure that all aspects of campus life - learning, working and living - are universally accessible. The department provides resources, training and direct services to ensure people with disabilities may have a greater opportunity to achieve their goals.

Any student with a disability who wishes to request an accommodation is encouraged to contact CASAA, located in the lower level of the Dining Commons.

Tutoring Services
The Tutoring Services Office at American International College is an academic support system designed to assist students in developing skills and strategies necessary to achieve their academic goals. Our mission seeks to facilitate independent learning and critical thinking skills using highly qualified, trained peer tutors. Within Tutoring Services, the Noonan Writing Center provides support to students who wish to improve their writing skills within the content areas. Certified peer tutors and paraprofessionals work with students at all stages of the writing process, from initial brainstorming to final revisions, with the goal of teaching students how to prepare, write and revise quality compositions. In addition, the Writing Center staff develops workshops for presentation in courses that are writing intensive and research oriented.

Supportive Learning Services (SLS) Program
The College has been a pioneer in ensuring full participation and equal educational opportunity for students with learning disabilities. The Supportive Learning Services (SLS) program has been an integral part of the American International College campus since 1977. Our staff values individual strengths and recognizes that everyone learns differently. SLS is committed to serving the unique needs of each student by providing customized approaches and plans specific to individual learning styles.

This comprehensive, fee-based program provides one-on-one professional tutoring and academic coaching; it supports students in developing strategies for understanding concepts and demonstrating knowledge. In addition, group study sessions facilitated by professional educators and skill-based workshops are also available. SLS tutors work closely with college faculty and

staff using a proactive advising model to assist students in developing and practicing self-advocacy skills.

Shea Library
The Shea Library is open to AIC students, faculty, staff, alumni, and the general public. We offer computers for drop-in use by the AIC community, group study rooms, copiers, reference and research help, and much more. Because of the unique history of this college and the gifts which have been bequeathed to the library, the college has been blessed with items which have been studied and examined for their historical content by writers and scholars.

In Fall 2016, the first floor of the Shea Library was transformed into the state-of-the-art learning commons. The learning commons features significant technological upgrades, including laptop and docking stations as well as traditional desktop computers. A variety of study area configurations are available to accommodate different styles of preparation and learning, including independent and small group collaborative zones with soft seating, study tables, bookable boxes (study rooms), as well as a food kiosk with booths and café-style seating. The flag room serves as a large group collaborative zone featuring several furniture configurations, as well as a video projection option and whiteboard space. For Fall 2021, the second floor of the Shea Library will be reopened and redesigned to provide additional quiet study spaces for all students. There will also be a new graduate study space on the first floor of the Library as well.

The following services for students are independent of the Center for Navigating Educational Success Together (NEST).

Kevin Saremi and Deborah Krewski Saremi Center for Career Development
The Saremi Center is committed to supporting our students' career goals throughout the odyssey of the undergraduate experience and beyond as alumni further pursuing their advanced professional goals. Our mission is to provide the greater AIC community with outstanding career advisement, career planning, technical support and skill building around resumes, cover letters, job searching and interviewing. From job search assistance and the facilitation of work study positions, internships and graduate assistantships, the emphasis is on incorporating a work-ready focus and professional comportment to distinguish our graduates in

Honor Societies

Alpha Chi National College Honor Society
The purpose of the Alpha Chi National College Honor Society is to encourage sound scholarship and devotion to truth, not only among its members, but also among all students on chapter campuses. The Massachusetts Alpha chapter was begun at AIC in 1949 and has remained focused on the objective to promote "the stimulation, development and recognition of scholarship and those elements of character that make scholarship effective for good." Membership is restricted to the top 10 percent (by GPA) of members of the junior and senior classes with at least 30 credit hours taken at AIC.

Alpha Kappa Delta Honor Society
Alpha Kappa Delta is an International Honor Society of Sociology dedicated to encouraging and stimulating scholarship while promoting the scientific study and advancement of sociology to improve society. Alpha Kappa Delta was founded in 1920 at the University of Southern California by Dr. Emory S. Bogardus. Alpha Kappa Delta has grown to over 120,000 members and more than 660 chapters established around the world. Membership is open to undergraduate students, graduate students, and faculty members from active chapters. Candidates for membership must have declared a major or minor in sociology, be at least a junior, have accumulated an overall grade point average of 3.0, have maintained the equivalent of a 3.3 grade point average in the department, and have completed at least six courses in the department prior to initiation. Membership in Alpha Kappa Delta spans a lifetime. Members receive a one-year subscription to the Social Inquiry, the scientific journal of the Alpha Kappa Delta. Membership also provides an opportunity to connect and network with other AKD members and professionals in the sociology field by offering symposiums, workshops and conferences.

Alpha Phi Sigma Honor Society
The purpose of the Alpha Phi Sigma National Criminal Justice Honor Society is to recognize and promote high scholarship among students actively engaged in collegiate preparation for professional services; to keep abreast of the advances in scientific research; to elevate the ethical standards of the criminal justice professions; and to establish in the public mind the benefit and necessity of education. All students must have completed one-third of the credit hours required for graduation by a college or university accredited by the appropriate regional accrediting organization and must be recommended by a local chapter advisor or faculty member. Undergraduates must maintain 3.0 cumulative GPA and a 3.2 GPA in the criminal justice field and graduate students are required to have a 3.4 GPA in all graduate courses. Students must rank in the top 35 percent of their class.

Alpha Sigma Lambda Honor Society
Alpha Sigma Lambda is a national honor society for undergraduate students in continuing education programs at regionally accredited colleges in the United States. Omicron Chapter was established at AIC in 1961. Candidates for membership must be within 18 hours of program completion and have successfully completed at least 15 credit hours within the academic year preceding induction in The School of Graduate and Adult Education and must have attained a cumulative grade point average of at least 3.3. Qualified candidates are inducted into the honor society in the spring.

Chi Alpha Sigma National College Athlete Honor Society (Athletics)
The purpose of the Chi Alpha Sigma National College Athlete Honor Society is to encourage, stimulate and maintain scholarship of the student-athletes in all fields. For active student membership, the student must be enrolled in an accredited college or university and must excel in both the classroom and in athletic competition. Chi Alpha Sigma recognizes college students who receive a varsity letter in their sport while maintaining a 3.4 or higher cumulative GPA throughout their junior and/or senior years. Qualified candidates are inducted into the honor society in the spring.

Delta Chi
Delta Chi is AIC's chapter of Delta Alpha Pi, an international honor society for students with disabilities. Undergraduate students must identify as having a disability, completed a minimum of 24 credits, and earned an overall GPA of 3.10. Graduate students must identify as having a disability, completed a minimum of 18 credits, and earned an overall GPA of 3.30.

Because of the negative stereotyping associated with disability students, students are have been resultant to identify themselves publicly. Delta Alpha Pi presents an opportunity to change that perception by recognizing students with disabilities for their academic accomplishments. I in addition, this Honor Society facilitates the development of skills in leadership, advocacy and education for participating students.

Members demonstrate strength as leaders on campus to help break down the barriers of negativism and serve as mentors and roles models for other students with disabilities. Students must advocate for themselves before they can advocate for others and members enhance advocacy skills for themselves and for the rights of all individuals with disabilities to be included fully in society. Members also participate in activities designed to educate the community and society regarding the need to apply the principles of universal design in learning.

Sigma Theta Tau International Honor Society of Nursing
In May 2006, the AIC Honor Society became part of the Beta Zeta At-Large Chapter of Sigma Theta Tau International Honor Society of Nursing. This at-large chapter includes University of Massachusetts Amherst and Elm's College. Induction into the honor society is by invitation only. Candidates for membership must have completed at least one-half of the required nursing component of the baccalaureate curriculum, have a GPA of at least 3.0 on a four point scale, and rank in the top 35% of the nursing class. An annual induction ceremony is held for seniors each December. Students may seek information about Beta Zeta at Large through the AIC counselor.

Pi Sigma Alpha

Pi Sigma Alpha is the national honor society for students of political science. Founded in 1920, the organization now has over 500 chapters on colleges and universities across the United States. AIC began its chapter, Alpha Epsilon Sigma, in 2008 and has inducted 24 students since then. For its undergraduate members, the organization hosts conferences, provides a newsletter, and a videotaped series of lectures. It also publishes a journal to which members can submit articles for review. Members also may apply for graduate scholarships and internships in Washington, D.C. The College recognizes students in this prestigious organization via a formal induction,

where they are presented with a certificate of lifetime membership and an honor cord to be worn at graduation. To be eligible for membership, students must have ten or more credits in political science and have achieved academic excellence, not only in those courses, but in their overall cumulative average.

Psi Chi National Honor Society in Psychology

The purpose of the Psi Chi National Honor Society is to encourage, stimulate and maintain scholarship of the individual members in all fields, particularly in psychology and to advance the science of psychology. For active student membership, the student must be enrolled in an accredited college or university and must have completed nine semester hours or 14 quarter hours of psychology and at least three semesters or five quarters of the college course. He or she must be registered for major or minor standing in psychology, or for a program psychological in nature that is equivalent to such standing. Undergraduate students must rank not lower than the highest 35 percent of their class in general scholarship and have a minimum overall GPA and psychology GPA (3.0); graduate students must have an average grade of B (3.0) in all graduate courses.

Academic Societies

American Marketing Association Collegiate Chapter
This affiliation provides students the opportunity to network with professionals in the business field and continue in education beyond the classroom.
The chapter will:

- Foster scientific study and research in marketing;
- Improve student methods and techniques in marketing research; and
- Discuss and study the changes in business particularly in marketing

Membership is open to all students majoring in a business field, as well as, communication majors. Some of the activities scheduled are speakers, research projects, company trips and assignments.

Law & Order Society
The purpose of the Law & Order Society to enhance student learning and professional growth by providing opportunities for students to better prepare themselves academically and professionally in the law and social sciences.
The Law & Order Society exists to:

- Extend and enhance the learning experience;
- Improve professional opportunities;
- Provide a forum for dialogue and interaction among faculty, students, and professionals;
- Provide leadership opportunities;
- Create bonds of friendship among students with similar professional or academic interest.

Membership is open to all students.

Reserve Officers' Training Corps (ROTC)
Any student at American International College who desires to earn a military commission may do so through the ROTC programs offered through a cooperating agreement with Western New England University in Springfield. Interested students may participate in a two or four-year program offered by the United States Army or the United States Air Force.

Four-year program students must accumulate 90 contact hours of military science academic courses and leadership and skill training during their freshman and sophomore years. During the junior and senior years, they must take a three-credit military science academic course and leadership laboratory each semester.

Two-year program students (sophomores or students who have two academic years remaining) attend a six-week basic summer camp in lieu of the first two years of the program.

Veterans or members of the National Guard or Reserves may receive up to three years of credit. Two years of credit may be awarded for previous ROTC training in either high school or college.

In addition to classroom instruction, students participate in a leadership practicum, orientation visits to military bases, field trips and briefings. Students also attend a six-week summer

advanced camp at the end of the junior year which permits application of theory presented in the classroom.

Cadets may compete for scholarships, which include tuition, a monthly stipend and a book allowance.

Upon completion of degree and ROTC requirements, cadets are commissioned as Second Lieutenants and serve on active duty, or with a Reserve or National Guard unit. Interested students can register for ROTC academic courses at Western New England University as special students, or through the Cooperating Colleges of Greater Springfield.

Student Occupational Therapy Associations (S.O.T.A)
The Student Occupational Therapy Associations (S.O.T.A.) are local occupational therapy student groups on campuses throughout the nation. The S.O.T.A. at AIC is active in promoting intercollegiate relations among students interested in better understanding the discipline of occupational therapy. As a social organization, S.O.T.A. promotes communication among occupational therapy students, serving as an advocate for student concerns. It also assists its members to advance their knowledge about the profession by sponsoring AIC students for the National American Occupational Therapy Association (AOTA) Annual Conference and encouraging students to attend the MAOT State Conference. S.O.T.A. also recognizes its responsibility to the society through its commitment to sponsoring community events such as The Annual Walk for Breast Cancer and the Blood Drive for the American Red Cross, as well as participating in Habitat for Humanity projects.

Student Nurses Association
The Student Nurses Association of the Division of Nursing provides students with opportunities for public service and for student socialization. The purposes of the association are to contribute to nursing education, provide programs of professional interest and concern and to aid in the development of the student nurse in his or her responsibility for providing health care. Members of the organization are involved in public service functions related to health care and social issues on the AIC campus and in the greater community and participate in the National Student Nurses Association Organization. All nursing students are encouraged to become members of the local and national organizations.

Honors Program

The AIC Honors Program provides outstanding students from all majors with an intellectually enhanced learning experience. Students in the program take a variety of special classes. In particular, they participate in several 2000-level honors seminars (or approved course substitutions) that also can be used to meet AIC's general education requirements. They also must write an honors thesis on a subject of their choice. Upon successful completion of the program, students receive the distinction "Honors Scholar" on their diploma and permanent academic record.

According to the program's learning outcomes, Honors Program students at American International College will:

1) Develop cross-disciplinary intellectual agility;
2) Create scholarly work that reflects a depth of knowledge within a chosen major or majors;
3) Question, evaluate, and appraise theories and ideas; and
4) Contribute meaningfully to the development of a culture of intellectual inquiry and exploration on campus.

One of the Honors Program's goals is to foster a community of dedicated student learners and scholars. It sponsors special activities for participants like social events and field trips. It also tries to promote cultural and academic life for the entire campus, for example, by bringing in guest speakers.

There are several ways that students can become part of the Honors Program. Qualified incoming freshmen will be asked to participate in HON1200 and then formally invited to join the program itself at the start of their second semester. Current AIC students who have earned a 3.3 GPA or better and who have not yet started their junior year may be nominated by a faculty member and admitted with the Honors Program Director's approval. Finally, transfer students who have earned a 3.5 GPA or better at their previous institution may apply to the Director for admission.

Students must maintain a 3.3 GPA at AIC each semester (dean's list) to remain in the program.

Honors Program Curriculum (15 credit hours)

HON1200 First Year Honors Seminar
or ENG1601 Advanced First-Year Composition

One (1) of the following Honors Seminars in the APEX General Education category "Exploring the Arts & Humanities*

HON2212 Honors Seminar in Language and Literature
HON2214 Honors Seminar in Visual & Fine Arts
HON2216 Honors Seminar on Philosophy & Ethics

*Students may substitute this requirement with a 2000-level or higher course in "Exploring the Arts & Humanities" and receive a B+ or higher.

The topic for all of these seminars will alternate from semester to semester.

One (1) of the following Honors Seminars in the General Education Category "Understanding Self & Others"**

HON2225 Honors Seminar on American Heritage and Society
HON2227 Honors Seminar on Global Perspective

**Students may substitute this requirement with a 2000-level or higher course in "Understanding Self & Others" and receive a B+ or higher.

The topic for all of these seminars will alternate from semester to semester.

HON4601 Honors Thesis Preparation (1 credit optional)
HON4899 Honors Thesis (3-6 credits)

Undergraduate Degrees At A Glance

Subject	Major	Minor	Degree	School	Notes
Accounting	X	X	BSBA	Business, Arts and Sciences	May be completed part-time, evening
Advocacy for Social Change		X		Business, Arts and Sciences	
African American Studies		X		Business, Arts and Sciences	
American Studies		X		Business, Arts and Sciences	
Athletic Administration and Leadership	X		BS	Business, Arts and Sciences	
Biochemistry		X		Business, Arts and Sciences	
Biology	X	X	BS	Business, Arts and Sciences	
Chemistry		X		Business, Arts and Sciences	
Communication and Public Relations	X	X	BA	Business, Arts and Sciences	
Criminal Justice	X	X	BS	Business, Arts and Sciences	
Digital Marketing Communication	X	X	BA	Business, Arts and Sciences	
Economics/Finance	X	X	BSBA	Business, Arts and Sciences	
Educational Studies	X	X	BS	Education	Includes MEd post-baccalaureate options for advanced studies, including licensure.
English		X		Business, Arts and Sciences	

Entrepreneurship		X		Business Arts and Sciences	
Exercise Science	X	X	BS	Health Sciences	
Fraud and Financial Crimes		X		Business, Arts and Sciences	
General Business	X	X	BSBA	Business, Arts and Sciences	May be completed part-time, evening. Minor available for non-business majors only
Healthcare Management	X	X	BSBA	Business, Arts and Sciences	May be completed part-time, evening
History		X	BA	Business, Arts and Sciences	
Health Sciences	X		BS	Health Sciences	For PT majors only
Human Biology	X	X	BS	Business, Arts and Sciences	
Integrated Studies	X		BA	Business, Arts and Sciences	
Interdisciplinary Science	X		BS	Business, Arts and Sciences	
International Business	X	X	BSBA	Business, Arts and Sciences	
International Studies	X	X	BA	Business, Arts and Sciences	
Liberal Arts	X		AA BA	Business, Arts and Sciences	May be completed part-time, evening
Liberal Studies	X		BA	Business, Arts and Sciences	
Management	X	X	BSBA	Business, Arts and Sciences	
Marketing	X	X	BSBA	Business, Arts and Sciences	
Media Communications Studies	X	X	BS	Business, Arts and Sciences	

Nursing Nursing (RN-BSN)	X		BSN	Health Sciences	See program description
Occupational Science	X		BSOS	Health Sciences	For OT majors only. See program description
Photography		X		Business, Arts and Sciences	
Political Science		X		Business, Arts and Sciences	
Psychology	X	X	BS	Business, Arts and Sciences	
Public Health	X	X	BS	Health Sciences	
Social Science	X		BA	Business, Arts and Sciences	May be completed part-time, evening
Sociology	X	X	BA	Business, Arts and Sciences	
Spanish		X		Business, Arts and Sciences	
Sports and Recreation Management	X	X	BSBA	Business, Arts and Sciences	
Theater Arts	X	X	BA	Business, Arts and Sciences	
Visual and Digital Arts	X	X	BA	Business, Arts and Sciences	

Undergraduate Admission

The undergraduate admission process at American International College is individualized and holistic. It is the goal of the Office of Admissions to admit students who are academically prepared to be successful at American International College.

While there is no hard deadline for submitting an application, interested students are encouraged to submit their applications by the middle of their senior year if applying for first-year admission for the fall semester, or by December 1 if applying for first-year or transfer admission for the spring semester. Applicants to the health sciences programs should aim to apply by the preferred application deadlines, however applications received after the deadline will be considered on a rolling admissions basis. Students applying for transfer admission for the fall semester are urged to complete their applications by August 1. Students are encouraged to submit their application online, but may also use the paper application, which may be obtained by contacting the admissions office. Online applications can be accessed on the web at www.aic.edu/apply.

Notification of most admissions decisions are made on a rolling basis. That is, applications are processed upon receipt of all credentials and in most cases applicants are notified of the admission decision within a few weeks of the application's completion. Transfer nursing applications are reviewed following the preferred application deadline and on a rolling basis once the deadline has passed.

Final matriculation to the college is contingent upon the successful completion of high school or its equivalent. A final transcript documenting graduation or an official General Education Diploma (GED) certificate is required or financial aid and registration may be affected.

The Admissions Office keeps confidential the information furnished on the application form and any other information relating to the applicant, from any source whatsoever. The Office of Undergraduate Admissions may disclose any part or all of such information to other authorized college personnel for official college purposes only.

Admission Criteria for All Students
The following list outlines how admission criteria may be met:

- High school diploma or high school transcript indicating date of graduation; recognized equivalent of a high school diploma; a General Educational Development Certificate (GED); or a state certificate received by a student after the student has passed a state-authorized examination that the state recognizes as the equivalent of a high school diploma;

- An academic transcript of a student who has successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree.

Application for Admission
An application for undergraduate admission may be obtained in person from the American International College, Office of Undergraduate Admissions, 1000 State Street, Springfield, MA 01109, by telephone at (413) 205-3201 or through email: admissions@aic.edu, or via web at www.aic.edu/apply.

How to Apply to American International College
Completed applications and all required supporting documentation may be submitted as a single package or by separate cover to: American International College, Office of Undergraduate Admissions, 1000 State Street, Springfield, MA 01109.

Candidates will be reviewed for admissions based on the strength of their ability for undergraduate study and receipt of the following documentation:

- Completed and signed application
- Official copy of high school transcript(s), diploma or GED certificate.
- Official sealed transcript(s) from all colleges/universities previously attended.
- Optional: Submit one letter of recommendation from a teacher, professor, counselor, or employer, submit official SAT or ACT test scores, and submit a personal statement.

Transcripts

Official transcripts of all previous academic work are required. Transfer students applying to programs in the school of Business, Arts, and Sciences may submit a copy of their high school diploma in lieu of official high school transcripts. Transfer students applying to programs in the school of Health Sciences must submit an official high school transcript. AIC requires transcripts for each year of secondary and post-secondary education. Secondary school transcripts, which are not in English, will require translation from an accredited service prior to submission. For post-secondary coursework taking outside the United States, a course by course credit evaluation is required. AIC accepts evaluations from all active members associated with the NACES organization. (www.naces.org)

Additional Admission Requirements

Some programs have additional admission requirements including exercise science, nursing, occupational therapy, and physical therapy. Please see below for more information.

Exercise Science
Admission requirements are designed to select qualified students who are likely to successfully complete this professional program of study. Freshman candidates must satisfy the college's admissions requirements and must also present an official high school transcript demonstrating a minimum GPA of 2.7 or above (on a 4.0 scale) including a strong academic record in science and math courses.
Exceptions to minimum requirements may be made in conjunction with the Dean of the School of Health Sciences. Meeting minimum admissions criteria is not a guarantee of admission.

Exercise Science Transfer Admission
Transfer applicants must have a minimum C average, but the most competitive candidates transfer in with a B- or better. The preferred application deadline is March 15th for transfer students.

The following program requirements must have been completed with a grade of at least C in order for them to be transferred into AIC; in addition, courses marked with an asterisk (*) must have been completed within the past 5 years of admission date.

ENG1201/ENG1601	English Composition I/Advanced First-Year Composition
ENG1202/ENG1602	English Composition II/Advanced First-Year Composition and Literature
BIO1400/1401*	Biology I w/Lab
BIO1500/1501*	Biology II w/Lab
PSY1401	General Psychology
BIO1200/1201*	Anatomy & Physiology I w/Lab (4 cr.)
BIO1210/1211*	Anatomy & Physiology II w/Lab (4 cr.)
MAT1430 or PSY2302	Foundations of Statistics or Statistics

Current AIC students seeking admission to the Exercise Science program must complete a formal application process as an internal transfer. Internal transfer applications are reviewed in the spring semester only, for fall admission into the program. It is recommended that all students who are applying as internal candidates take at least one lab science during their freshmen year. Additional information on the internal transfer process can be obtained through the Office of the Dean of the School of Health Sciences.

Nursing
The undergraduate nursing program accepts candidates for freshman admission in the fall and spring semesters. Students, who have not completed any college level coursework, including nursing coursework, are admitted as full-time freshmen students into the four-year program.

Freshmen candidates must satisfy the college's admissions requirements, including successful completion of a laboratory science course in chemistry within the last five years. Candidates must also present an official high school transcript demonstrating a minimum GPA of 2.8 or above (on a 4.0 scale) including a strong academic record in science and math courses.

First year applicants who do not meet the minimum GPA and prerequisite requirements for nursing, but who do have a CGPA of 2.5 or higher may be admitted as a pre-nursing student. Guaranteed admission for pre-nursing students into the nursing program will occur if the following conditions are met:

- Completion of one year of coursework at AIC with a minimum GPA of a 3.0
- Successful completion of at least one required science course with a grade of B- or better

Exceptions to minimum requirements may be made in conjunction with the Dean of the School of Health Sciences. Meeting minimum admissions criteria is not a guarantee of admission.

Nursing Transfer Admission

Transfer applicants who are applying to AIC from another institution are accepted on a space-available basis for both the fall and spring semester. Transfer candidates will be evaluated for admission based on the record of their college studies. Transfer candidates, with or without reasonable accommodations, are expected to demonstrate academic readiness at the post-secondary level by submitting an official college transcript demonstrating a cumulative GPA of 2.8 or above (on a 4.0 scale). The preferred application deadline is March 15th for transfer students.

A minimum grade of C+ or better is required in the following prerequisite courses in order for them to be transferred into AIC; courses marked with an asterisk (*) must have been completed within the last 5 years prior to admission:

BIO1200/1201*	Anatomy & Physiology I w/Lab (4 cr.)
SOC1100*	Intro to Sociology
BIO1210/1211*	Anatomy & Physiology II w/Lab (4 cr.)
PSY1401*	Introduction to Psychology
BIO2430/2431*	Microbiology w/Lab (4 cr.)
ENG1201/1601*	English Composition I/Advanced First-Year Composition
MAT1430* or PSY2302	Foundations of Statistics or Statistics
ENG1202/1602*	English Composition II/Advanced First-Year Composition and Literature
CHE1210/1211*	General Chemistry w/Lab (if applicable)**
	**CHE1210/1211 may be completed over the summer prior to the start of AIC classes or concurrently in fall of sophomore year along with the first nursing courses

Nursing Additional Requirements/Guidelines:

Transfer courses are evaluated by the Director of the Division of Nursing and requires a grade of C+ or above (on a 4.0 scale). Nursing candidates are only eligible to transfer courses up to and including first semester junior year.

Transfer students must submit a copy of their current class schedule, if currently enrolled in courses.

Students must have evidence of having successfully completed an introductory chemistry course at the high school or college level within the last five years.

For freshmen transfers (spring semester), students must have evidence of having successfully completed a college level anatomy and physiology or microbiology course.

Freshman and transfer nursing applicants must submit an official high school transcript.

The number of course withdrawals and/or repeats will be considered in making admission decisions.

Candidates who demonstrate evidence of successfully completing full time college coursework (minimum of 12 credits/semester) will be given preference in the admission process.

All minimum requirements for sophomore transfer status in the nursing program **must be completed prior to admission.**

Current AIC students seeking admission to the nursing program must complete a formal application process as an internal transfer. Internal transfer applications are reviewed in spring semesters only for fall admission into the program. It is recommended that all students who are applying as internal candidates take at least one lab science during their freshmen year. Additional information on the internal transfer process can be obtained through the Office of the Dean of the School of Health Sciences.

Registered Nurse (RN) to Bachelor of Science in Nursing (BSN)
AIC's transfer policy for RN to BSN students recognizes the rich academic and professional experience that RNs have achieved and enables applicants to transfer up to 90 credits of coursework toward the 120 credits required for the BSN. To be considered for transfer credit, coursework must have been completed at the time of application. Applicants are to have completed equivalent numbers of credits and competencies within the general educational categories to acquire the total of 90 credits. The competency areas are detailed below and credit work will be evaluated for achievement on an individualized basis to provide flexibility in transcript evaluation for the applicant. A total of 30 credits of nursing coursework at AIC is required to complete the RN to BSN program in addition to any additional general education credits that may be needed.

General Education completion, 42 total credits required:

Scientific Perspectives and Inquiry (Anatomy & Physiology I & II, Microbiology)	8
Human Culture and Expression	15
Civic and Social Responsibility	12
Quantitative Literacy	3
Personal and Professional Development	4

Previous nursing coursework: 45

RN to BSN Admissions Requirements:

- Official transcript demonstrating completion of an Associate Degree Nursing Program
- GPA - minimum of 2.8 preferred
- and other applicable coursework
- Active RN license

Occupational Therapy

Admission requirements determine qualified students who are likely to successfully complete this professional program of study. Freshman candidates must satisfy the college's admissions requirements and must also present an official high school transcript demonstrating a minimum GPA of 2.8 or above (on a 4.0 scale) including a strong academic record in science and math courses.

First year applicants who do not meet the minimum GPA requirement for occupational therapy, but who do have a CGPA of 2.5 or higher may be admitted as a pre-health science student. Guaranteed admission for pre-health science students into the occupational therapy program will occur if the following conditions are met:

- Completion of one year of coursework at AIC with a minimum GPA of a 3.0
- Successful completion of at least one required science course with a grade of B- or better

Exceptions to minimum requirements may be made in conjunction with the Dean of the School of Health Sciences. Meeting minimum admissions criteria is not a guarantee of admission.

Transfer Admission
Transfer applicants must have a minimum GPA of 2.9 (on a 4.0 scale). The preferred application deadline is March 15th for transfer students.

The following program requirements must have been completed with a grade of at least B- in order for them to be transferred into AIC; in addition, courses marked with an asterisk (*) must have been completed within the past 5 years of admission date.

ENG1201/ENG1601	English Composition I/Advanced First-Year Composition
BIO1200/BIO1201*	Human Anatomy & Physiology I w/Lab
PHY1200/PHY1210*	Physics of Human Body or equivalent /Physics w/Lab
PSY1401	General Psychology
PSY1501	General Psychology II
PSY3600 & PSY2450*	Developmental Psychology & Abnormal Psychology
SOC1100	Introduction to Sociology
MAT1430 or PSY2302	Foundations of Statistics or Statistics

Current AIC students seeking admission to the Occupational Therapy program must complete a formal application process as an internal transfer. Internal transfer applications are reviewed in the spring semester only, for fall admission into the program. It is recommended that all students who are applying as internal candidates take at least one lab science during their freshmen year. Additional information on the internal transfer process can be obtained through the Office of the Dean of the School of Health Sciences.

Physical Therapy
Freshmen candidates must satisfy the college's admissions requirements and must also present an official high school transcript demonstrating a minimum GPA of 3.2 or above (on a 4.0 scale) including a strong academic record in science and math courses.

First year applicants who do not meet the minimum GPA requirement for physical therapy, but who do have a CGPA of 2.5 or higher may be admitted as a pre-health science student. Guaranteed admission for pre-health science students into the physical therapy program will occur if the following conditions are met:

- Completion of one year of coursework at AIC with a minimum GPA of a 3.2
- Successful completion of at least two required science courses with a grade of B or better

Exceptions to minimum requirements may be made in conjunction with the Dean of the School of Health Sciences. Meeting minimum admissions criteria is not a guarantee of admission.

Transfer Admission

Transfer applicants must have a minimum GPA of 3.2 (on a 4.0 scale). The preferred application deadline is March 15th for transfer students.

The following core undergraduate PT requirements must have been completed with a grade of at least "B" in each course in order for them to be transferred into AIC; in addition, courses marked with an asterisk (*) must have been completed within the last 5 years from date of admission.

BIO1200/1201 & BIO1210/1211*	Human Anatomy I and II w/Lab
BIO1400/1401 & BIO1500/1501*	Biology I and II w/Lab
CHE1600/1601 & CHE1700/1701*	General Chemistry I and II w/Lab
PHY1600/1601 & PHY1800/1801*	General Physics I and II w/Lab
MAT2400*	Calculus I
PTR3201*	Physical Therapy Orientation
PSY1401 & PSY1501	General Psychology I and II

To progress to the professional phase of the Doctorate of Physical Therapy program, once enrolled in the undergraduate Physical Therapy program at AIC, students must achieve an overall GPA of 3.2 and a GPA of 3.2 in the core physical therapy requirements noted above. Current AIC students seeking admission to the Physical Therapy program must complete a formal application process as an internal transfer. Internal transfer applications are reviewed in spring semester only, for fall admission into the program. It is required that all students who are applying as internal candidates take at least two lab sciences during their freshmen year. Additional information on the internal transfer process can be obtained through the Office of the Dean of the School of Health Sciences.

Additional Admission Information for Specific Groups

First Year/Freshman Admission
Applicants with less than 12 credits of post high school college work are considered for first-time admission. Students may apply for entrance in either fall or spring.
The admission decision is based on an assessment of the applicant's readiness for college. Among the factors considered are the applicant's academic record, including the quality of courses completed and grades earned. Additionally, optional standardized test results, an optional letter of recommendation, an optional personal statement and extra-curricular involvement in both school and community contribute to the decision. The final selection is based on a thorough and individual review of the credentials presented by each prospective student. Because the admission process is individualized, the weight of each of these credentials may vary.

Applicants for admission to the freshman class must be graduates of approved secondary schools. Recommended college preparatory units (16) include:

4 units	English
3 units	Mathematics
2 units	Laboratory Science
2 units	Social Studies
1 unit	Foreign Language
4 units	Electives

AIC will only admit as a regular student a person who has a high school diploma or equivalent and has passed the age of compulsory school attendance in the state where the school is located. Regular students are enrolled in an eligible degree or certificate program.

Homeschool
Applicants for admission who have completed a secondary school education in a homeschool setting may be eligible for admission if:

- The homeschool setting is treated as a homeschool or private school under the state law of the applicants home state, and;
- The student and has obtained a homeschool completion credential, or;
- If state law does not require a homeschool student to obtain a homeschool credential, the student has completed a secondary school education in a homeschool setting that qualifies as an exemption from compulsory school attendance requirements under state law.

Transfer Undergraduate Admission
Students with academic records satisfactory to American International College are admitted from other colleges for fall or spring enrollment. A transfer student must submit official transcripts of all work undertaken at all institutions attended after high school, whether transfer credit is desired or not. This includes any courses that the student has withdrawn from.

Transfer Credit Policy
The process of determining transfer credit may be initiated by the Admissions Office; the final determination of transfer credit is made by the Registrar in conjunction with the Dean of the school or the EVPAA

Transfer credit will be granted for courses successfully completed elsewhere only when those courses relate academically to the curriculum of the College and have been completed with a grade which equates, at a minimum, of "C-". A higher grade may be required for some specific courses in certain majors, particularly those with program specific accreditation requirements. Academically related courses are those which a) correlate directly to the subject matter taught, b) clearly demonstrate the same or higher academic rigor, and c) are transcripted by the institution or an active member of the National Association of Credential Evaluation Services (NACES). Final determination may be made by one or more of the following: EVPAA, Registrar, or Dean of the school.

Any course grades by the Pass/Fail system will not be accepted for credit unless approved by the Registrar.

Students who have earned academic credit at other accredited institutions of higher education may transfer up to a maximum of 90 term hours as outlined in the following table:

Institution type	Maximum transfer credits	AIC minimum credits
4 Year	90	30
2 Year (no Associate degree)	60	60
2 Year (no Associate degree) +4 Year	60 + 30	30
2 Year (Associate degree)	75	45
2 Year (Associate degree) +4 Year	90	45

MassTransfer and Intersegmental General Education Transfer Curriculum (IGETC)
Students admitted as transfer students who have completed either the MassTransfer Block at a Massachusetts community college or the IGETC program at a California two year college in an approved Associate degree program may have the American International College general education requirements waived, provided the student achieved the minimum of a 2.0 grade point average. Exceptions may be made for those cases where majors require specific courses that serve the dual purpose of meeting general education requirements as well as major requirements. American International College reserves the right to require up to a maximum of an additional six credits if it is determined that any critical area of the general education requirements is missing.

Reenrollment
Generally speaking, reenrollment at AIC is available to former students who have been away from study at AIC for 4 consecutive terms or less (not including summers) and meet one or more of the following criteria:

- Did not return from an approved Leave of Absence at the expected term.
- Did not return from a term under the Excused Withdrawal Policy at the expected term.
- Withdrew from the College while in good academic standing.

Former students who wish to pursue reenrollment should complete the Petition for Reenrollment found on the college's website by the deadlines listed.

If the application is approved, the catalog year for the declared major will be retained from the initial term of admission, unless the student chooses otherwise. Additionally, students will be required to meet with an advisor and outline a plan for academic success for the degree program. Students are also free to change to a new major at this time.
Students who left under poor academic standing need approval from the EVPAA prior to consideration. Poor academic standing is defined as a status of Academic Warning or Academic Probation; furthermore, students are not permitted to elect the Academic Forgiveness option. Students wishing to return after academic dismissal should consult the policy on readmission to AIC.

If courses were taken elsewhere, they may be evaluated at the discretion of the college, according to the current policy on transfer credit.

Readmission to AIC
Generally speaking, readmission to AIC is available to former students who have been away from study at AIC for more than 4 consecutive terms (not including summers) and who meet one or more of the following criteria:

- Did not return from an approved Leave of Absence
- Did not return from a term under the Excused Withdrawal Policy
- Withdrew or separated from the College while in good academic standing
- Was not dismissed for disciplinary reasons
- Was dismissed for academic reasons but has attended another institution of higher education and can demonstrate successful academic performance.

Former students who wish to pursue readmission should contact the Admissions Office.

If the application is approved, the catalog year for the declared major will be set to the term of readmission, potentially initiating new degree requirements. Additionally, students will be required to meet with an advisor and outline a plan for academic success for the degree program. Students are also free to change to a new major at this time and have courses from other colleges/universities evaluated for transfer to the AIC program according to the College's current transfer evaluation policy.

Students who were academically dismissed may apply for readmission after 3 consecutive terms subsequent to the term of dismissal (not including summers). As part of that process students must provide transcripts from a college/university demonstrating successful academic performance. A petition for Academic Forgiveness may also be submitted at the student's request.

Students who have earned a bachelor's degree from AIC and wish to return to AIC for a second bachelor's credential should consult the policy on Second Bachelor's Degrees for more information.

Academic Forgiveness
Undergraduate, baccalaureate degree-seeking students who are readmitted following more than a three term consecutive absence from the College may petition to have their cumulative GPA recalculated from the time of readmission to the College. Students interested in pursuing this option may find the appropriate form with instructions on the college's website. Please note: This option is not available to students who are re-enrolled at the College.

Upon successful petition:

- Cumulative GPA will be reset to 0.00.

- All prior courses and grades will remain on the student's academic record and transcript.

- The notation of "Academic Forgiveness" will be recorded on the student's transcript.

- Courses previously earned at AIC with grades of D+, D, D-, F and NC will not be used for credit. Credit will be considered for courses with grades of A, A-, B+, B, B-, C+, C, C-.

- Readmitted students electing the forgiveness option may repeat a course one additional time if they previously exhausted their repeat options for that course under the policy on Repeating a Course.

- Students who elect this option may not be considered for Valedictorian and Salutatorian; however they may earn other honors as appropriate and in accordance with academic standards.
    1. Once enacted, the reset GPA cannot be revised.
    2. Students are afforded one opportunity for Academic Forgiveness.
    3. Students must fill out an Undergraduate Petition for Academic Forgiveness form and file it with the Dean's office for their program. If approved, the Registrar's Office will be notified and the Advising Center will schedule an appointment with the student to review the courses which will be included in the petition as well as any other requirements.

Deferment
In order to defer admission for up to one year, a Deferral of Admission Request form must be submitted to the Office of Admissions. Each request is reviewed on its individual merits and deferments are not automatically granted. The Director of Undergraduate Admissions, in consultation with the admissions counselor, makes the final deferral decision.

To defer, a student must:

- Complete and return the Deferral of Admission Request form to the Office of Admissions, indicating which term (s)he would like to defer to. The maximum length of a deferral is one year (typically Fall-Fall, Fall-Spring, or Spring-Fall).

- Pay the required, non-refundable $200 enrollment deposit by the relevant deadline and, if not already submitted, an official copy of his/her final high school transcript or General Educational Development (GED) diploma.

If the deferral is granted, it will:

- Be granted for a specific term.

- Except under exceptional circumstances as described below, be conditional upon the student not taking any courses at any other colleges/universities. Should an accepted student take courses elsewhere, the deferral is void and (s)he would need to reapply for admission to AIC. This includes courses that were taken Pass/No Pass, or courses that received a "W".

- Roll forward any merit scholarship the student has already received. However, all other financial aid is not guaranteed.

Financial Aid:

- Students who defer to the following term must reapply for financial aid by completing the Free Application for Federal Student Aid (FAFSA) as soon as possible.

- Students who defer from fall to spring semesters normally will receive a proportionate share of their previously granted full-year award.

Information on applying for financial assistance from AIC is available online at https://www.aic.edu/admissions/tuition-financial-aid/.

Deferrals will not be given more than once.

Exceptional Circumstances

In rare cases, an accepted student may be presented with an exceptional opportunity to enhance his/her personal portfolio. This could include a volunteer opportunity, athletic opportunity, or academic opportunity that requires a student to enroll in coursework at another institution during his/her deferral. AIC reserves the right to ask for supporting documentation of exceptional circumstances.

To defer under exceptional circumstances, a student must, in addition to the requirements above:

- Explain the special opportunity being presented to the student in the Deferral of Admission Request form.

- Submit official transcripts from any college/university attended during the deferral period at least 30 days prior to the start of class at AIC.

A deferral based on exceptional circumstances will be conditional upon the student maintaining good academic standing and no history of disciplinary action at any college/university (s)he attends during the deferral period.

A deferral granted on the basis of exceptional circumstances will not impact the major the student was accepted into.

Questions about this policy should be directed to the Office of Undergraduate Admissions by telephone (413-205-3201) or email (admissions@aic.edu).

International Admission
American International College welcomes international students to its campus. The college is authorized under federal law to enroll non-immigrant students. It is the international students' responsibility to submit all official records of their academic work and the necessary financial documentation. Applicants should take care to see that these records are complete. In addition, they should attempt to provide evaluations of those records when possible to avoid delays in the application processing.

International students who wish to be considered for admission should provide to the admissions office the following information:

1. Application for admission

2. Official/attested secondary school records, certificates and national examination results. If records are not in English, an English translation must be provided.

3. If applying for transfer admission, official transcripts must be submitted from all colleges/universities previously attended. If an applicant attended a college/university outside of North America, a course-by-course credential evaluation is also required. AIC accepts evaluations from all active members associated with the NACES organization. (www.naces.org)

4. For applicants whose native language is not English, proof of English proficiency is required. The most common demonstration of English proficiency is through the Test of English as a Foreign Language (TOEFL) or IELTsresults.

Advanced Placement Program
Students who have completed Advanced Placement courses in high school may receive some college credit for work completed if they have taken the appropriate AP examination and earned a grade of 3, 4, or 5. Official score reports must be sent to the Admissions Office from the Advanced Placement program. The number of credits granted for achieving a grade of 3 or better will vary depending on the specific subject.

English Proficiency
All students who wish to attend American International College must demonstrate English proficiency. This can be achieved in the following ways:

- Submitting scores from the Test of English as a Foreign Language (TOEFL) with a minimum TOEFL score of 500 on the paper-based test (PBT), or 60 on the internet-based test (IBT). Prospective students may submit their International English Language Testing System (IELTS) scores in lieu of the TOEFL. The minimum IELTS score for admission is 6.0. Students with scores below 550 and 70 respectively will be required to participate in support services for at least the first semester of attendance.

- Successfully completing at least 15 credits (100 level or higher) with a 2.0 CGPA or higher from a regionally accredited 2 or 4 year institution in the United States where the primary language of instruction is English.

College Level Examination Program (CLEP)

American International College understands that the important question is not *how* persons acquired their education, but *what* education they have. Through the College Level Examination Program (CLEP), students may take tests to prove that they have the equivalent learning as taught in a college level course. There are test centers throughout the country. Any matriculating student at the college is eligible for this program. However, students must complete the last 30 semester hours of credit in residence for any degree at American International College. No grade may be raised by test results.

There are two types of examinations: general and subject. The general exam may be taken before or shortly after entrance to college. This is a battery of tests covering English composition, humanities, mathematics, natural science and social science and history. Subject exams measure achievement in more than 30 specified undergraduate subjects.

Scores range from a low of 20 to a high of 80. American International College will give credit for a scaled score of 50 or above. Students should note that certain departments may not accept CLEP credit to waive major course requirements. Scores older than 5 years will be evaluated on a case-by-case basis.

International Baccalaureate (IB)
In recognition of the standards of the International Baccalaureate Diploma Programme and individual courses taken as part of the IB Program, American International College awards up to six credits for those IB courses taken at the higher level where a score of 4 or better was earned. Such credits will be counted toward either general education requirements or as general electives. A maximum of 30 credits may be granted.

Adult and Continuing Education Admission
Evenings at AIC

- The Evenings at AIC program is for students who have commitments that prevent them from attending undergraduate courses during the day. Students in this program attend AIC on a part-time basis in the evenings and online. All students in the Evenings at AIC program are required to meet the stated undergraduate admission requirements.

Non-matriculated Candidates:

- A non-matriculated student is one who takes college credit courses but who has not applied for formal admission (matriculation) to a degree program. A person who wishes to register for an undergraduate course without an application for admission may do so. That person must present documentation of high school graduation or completion of the General Education Development (GED) program.
- Continuing education students may take up to 15 semester hours of college credit as non-matriculated students before applying for admission. To become a matriculated student, one must comply with the admission procedure outlined above.
- Non-matriculated students register for courses directly through the Registrar's office.

Veteran Status
A prospective student who plans to utilize any of the benefits available through the Veteran's Administration should obtain a Certificate of Eligibility and Entitlement. This certificate should be sent to the registrar prior to the student registering for courses for the first time.

Auditing a Course
A student may register for a course as an audit course. No grade is given for audited courses, however, the course name and number will be listed on the transcript with the designation "AU". Audited courses do not apply towards the credits needed for graduation nor do they figure into the calculation of GPA. Major requirements cannot be met with a course taken on an audit basis.

Dual Admission
As a qualified applicant to the dual admission program, students are automatically reserved a seat in one of AIC's graduate programs while earning their bachelor's degree. This option provides several benefits, including:

1. Direct entry into a graduate program
2. No graduate application or application fee is required
3. The graduate admission deposit is waived

Eligibility for dual admission is determined at the time the student is accepted for admission into the undergraduate program. Each dual admission major is unique and has its own eligibility requirements throughout the undergraduate experience.

Should a student be eligible for a dual admission program, he/she will be notified shortly after undergraduate admission to the College. He/she will be invited to select the dual admission program(s) of interest and officially enroll in the dual admission program. The dual admission program of interest cannot be changed once a student matriculates.

In order to maintain his/her dual admission, undergraduate students must meet minimum cumulative GPA requirements as stated in his/her dual admission letter. Dual admission students must also complete all required prerequisites to maintain their admission to the graduate program of choice. Change of undergraduate major may void dual admission. Dual admission students are not required to enroll in a graduate program.

Expenses

All AIC charges are subject to revision at the discretion of the Board of Trustees. Expenses shown here are for full-time undergraduate students for the academic year 2021-2022. Changes to the fees charged by the college will be posted on the college website.

Rates are effective as of 5/1/2021

2021-2022 Costs: Full-Time Undergraduate Resident
Based on 12-18 credits per term (Fall and Spring), standard room and the unlimited meal plan. Additional costs for courses, health insurance, lab fees, parking, program fees and attendance in intersession and/or summer terms may apply.

Description	*Fall Term*	*Spring Term*	*Yearly*
Tuition	$ 19,685	$ 19,685	$ 39,370
Standard Room	$ 3,745	$ 3,745	$ 7,490
Meal Plan	$ 3,655	$ 3,655	$ 7,310
Books/Supplies	$ 600	$ 600	$ 1,200
Total Base Cost	$ 27,685	$ 27,685	$ 55,370

2021-2022 Costs: Full-Time Undergraduate Commuter
Based on 12-18 credits per term. Additional fees for courses, health insurance, parking, program fees and attendance in intersession and/or summer terms may apply.

Description	*Fall Term*	*Spring Term*	*Yearly*
Tuition	$ 19,685	$ 19,685	$39,370
Books/Supplies	$ 600	$ 600	$ 1,200
Total Base Cost	$ 20,285	$ 20,285	$ 40,570

2021-2022 Costs: Part-Time Undergraduate
Part-time status is based on registration for less than 12 credit hours per term.
Additional fees for courses, health insurance, parking, program fees and attendance in intersession and/or summer terms may apply.

Tuition	$ 810 per credit hour
Fees	$ 30 per term registration fee
Fall/Spring: All students *Summer/Intersession: Applies to all students except Senior PT and Junior/Senior OT*	

Tuition and Fees (2021-2022)

Undergraduate full-time students registering for 12-18 credits per term are charged the comprehensive tuition fee. Students who take more than 18 credits per term will be charged a per credit fee for each credit over 18. Undergraduate students who take fewer than 12 credits in a term will be charged at the per credit hour rate.

Deposits

Description	Amount	Charge Per
Tuition Deposit	$ 200	Once
Evenings at AIC Deposit	$ 100	Once

Undergraduate Tuition

Description	Amount	Charge Per
Undergraduate Comprehensive Tuition	$ 39,370	Year
Undergraduate Comprehensive Tuition	$ 19,685	Term: Fall and Spring
Undergraduate per credit fee	$ 810	Credit for under 12, over 18, intersession, and summer
Audit Rate	$ 405	Credit

Undergraduate Program Specific Tuition Rates:

Description	Amount	Charge Per
Certificate: Addiction Counseling	$ 405	Credit
Certificate: Micro-Emerging Markets: Cannabis	$ 405	Credit
ACCESS Program	$ 405	Credit
College Steps Program	$ 405	Credit
Early College (Tuition is waived)	$ 810	Credit
Evenings at AIC, including online courses	$ 405	Credit
RN to BSN	$ 410	Credit
Occupational Therapy (Junior/Senior)	$ 23,355	Term
Physical Therapy-(Fall/Spring) Senior Summer (Senior)	$ 23,590 $ 8,980	Term Term
Work Related Exam	$ 450	Per Course
Work related Exam-AIC Employee	$ 150	Per Course

Fees:

Description*	Amount	Charge Per
Miscellaneous		
Graduation Fee	$ 100	Degree
Registration fee (part-time students) Fall/Spring: All Students Summer/Intersession: Applies to all students except Senior PT and Junior/Senior OT	$ 30	Term
Student Parking Resident	$ 125	Term
Student Parking Commuter	$ 50	Term
Supportive Learning Services: Comprehensive (5 hrs. week)	$ 2,860	Term
Supportive Learning Services: Block 15 (1 hrs. week/15 hrs. per term)	$ 1,005	Term
Supportive Learning Services: Block 30 (2 hrs. week/30 hrs. per term)	$ 1,855	Term
Supportive Learning Services: Block 45 (3 hrs. week/45 hrs. per term)	$ 2,320	Term
Supportive Learning Services: Summer I: (2 hrs. week)	$ 865	Term
Supportive Learning Services: Summer I: (1 hr. week)	$ 460	Term
Supportive Learning Services: Summer II: (2 hrs. week)	$ 865	Term
Supportive Learning Services: Summer II: (1 hr. week)	$ 460	Term
Withdrawal Fee (refer to the withdrawal policy)	$ 750	Term
Health Sciences Specific Fees		
Background/Health Check Fee: Family Nurse Practitioner, Nursing, Occupational Therapy, Physical Therapy, RN to BSN (NUR2540, NUR3740, NUR4340, NUR4999, OTR5050, OTR5233, PTR7150)	$ 120	Per Course
Fee: Exam/VSim (NUR2540, NUR2840)	$ 195	Per Course
Fee: Fieldwork Management Occupational Therapy & Physical Therapy (OTR5140 and PTR7133)	$ 155	Per Course
Nursing Year 2 program fee (NUR2540) (Spring Only)	$ 840	Term
Nursing Year 3 program fee (NUR3740, NUR3940) Includes Clinical Fee, Exam Fee, VSIM, and Program Fee)	$ 1,365	Term
Nursing Year 4 program fee (NUR4340, NUR4940) Includes Clinical Fee, Exam Fee, VSIM, and Program Fee)	$ 1,575	Term

Lab/Course Fees [1,2]		
ART1000 (History of Art Course Fee)	$ 135	Course
ART1010 (Aesthetic Experience Course Fee)	$ 135	Course
ART1030 (Art Appreciation Drawing Course Fee)	$ 135	Course
ART1100 (Art Appreciation Painting Course Fee)	$ 135	Course
ART1110 (Studio Painting Course Fee)	$ 135	Course
ART1120 (Craft & Design Course Fee)	$ 135	Course
BIO1020 (Animal Diversity in Massachusetts	$ 345	Course
BIO1101 (General Biology Lab Fee)	$ 345	Course
BIO1111 (General Biology II Lab Fee)	$ 345	Course
BIO1131 (Environmental Biology Lab Fee)	$ 345	Course
BIO1200 (Human Anatomy Lab Fee)	$ 470	Course
BIO1210 (Human Anatomy II Lab Fee)	$ 470	Course
BIO1300 (Principles of Microbiology Lab Fee)	$ 470	Course
BIO1400 (Biology I Lab Fee)	$ 470	Course
BIO1500 (Biology II Lab Fee)	$ 470	Course
BIO2400 (Comparative Vertebrate Anatomy Lab Fee)	$ 470	Course
BIO2410 (Animal Histology Lab Fee)	$ 470	Course
BIO2430 (Microbiology Lab Fee)	$ 470	Course
BIO3400 (Cell Biology Lab Fee)	$ 470	Course
BIO3410 (Immunology Lab Fee)	$ 470	Course
BIO3420 (Comparative Embryology Lab Fee)	$ 470	Course
BIO3431 (Animal Physiology Lab)	$ 470	Course
BIO3440 (Ecology Lab Fee)	$ 470	Course
BIO3450 (Genetics Lab Fee)	$ 470	Course
BIO3460 (Environmental Microbiology Lab Fee)	$ 470	Course
BIO3470 (Virulence in Microbial Pathogens)	$ 470	Course
BIO3800 (Special Topics) Only if a 4 credit course	$ 470	Course
BIO4030 (Molecular Biology Lab Fee)	$ 470	Course
BIO4200 (Wildlife Bio & Conservation Lab Fee)	$ 470	Course
BIO4210 (Mammalogy Lab Fee)	$ 470	Course
BIO4220 (Vertebrate Zoology)	$ 470	Course
BIO4698 (Independent Studies Fee)	$ 470	Course
BIO4833 (Research Problems Lab Fee)	$ 470	Course
BIO4834 (Research Problems Lab Fee)	$ 470	Course
CHE1100 (Chemistry and Society I Lab Fee)	$ 390	Course
CHE1110 (Chemistry and Society II Lab Fee)	$ 390	Course
CHE1200 (Introduction to Chemistry Lab Fee)	$ 390	Course
CHE1211 (Gen. Org. & Bio. Chemistry Lab Fee)	$ 390	Course
CHE1601 (General Chemistry I Lab Fee)	$ 390	Course
CHE1701 (General Chemistry II Lab Fee)	$ 390	Course
CHE2401 (Organic Chemistry I Lab Fee)	$ 390	Course
CHE2501 (Organic Chemistry II Lab Fee)	$ 390	Course
CHE2600 (Analytical Chemistry Lab Fee)	$ 390	Course
CHE3401 (Physical Chemistry I Lab Fee)	$ 390	Course

CHE3501 (Physical Chemistry II Lab Fee)	$ 390	Course
CHE3601 (Inorganic Chemistry Lab Fee)	$ 390	Course
CHE3651 (Organic Lab Techniques Lab Fee)	$ 390	Course
CHE4050 (Instrumental Analysis Lab Fee)	$ 390	Course
CHE4201 (Biochemistry I Lab Fee)	$ 390	Course
CHE4301 (Biochemistry II Lab Fee)	$ 390	Course
CHE4601 (Physical Biochemistry Lab Fee)	$ 390	Course
CHE4698 (Directed Study Lab Fee)	$ 390	Course
CHE4841 (Senior Seminar Laboratory)	$ 390	Course
CHE4900 (Chemistry Research)	$ 390	Course
COM1400 (Intro to Broadcasting Course Fee)	$ 285	Course
COM1410 (Digital Photography I Course Fee)	$ 285	Course
COM2401 (Radio Programming & Production Course Fee)	$ 285	Course
COM2411 (Digital Photography II Course Fee)	$ 285	Course
COM3261 (Interactive Media I Course Fee)	$ 285	Course
COM3462 (Adv. Photography Course Fee)	$ 285	Course
COM3632 (Radio & TV News Programming Course Fee)	$ 285	Course
COM3660 (TV News Production Course Fee)	$ 285	Course
COM3661 (Adv. Video Prod Course Fee)	$ 285	Course
COM3670 (Editing & Producing Video Course Fee)	$ 285	Course
COM3830 (Digital Media Aps Course Fee)	$ 285	Course
EXS3300 (Physiology of Exercise)	$ 385	Course
EXS4200 (Exercise Testing and Prescription	$ 385	Course
EXS4600 (Therapeutic Modalities)	$ 385	Course
MKT3691 (Introduction to Wines)	$ 50	Course
MUS1030 (Opera Appreciation Course Fee)	$ 390	Course
MUS1040 (Supernatural in Opera Course Fee)	$ 390	Course
OTR5130 (Gross Anatomy Lab Fee)	$ 455	Course
PHY1011 (Science for the 21st Century Lab Fee)	$ 385	Course
PHY1021 (Earth Science Lab Fee)	$ 385	Course
PHY1031 (Physics for the Liberal Arts Lab Fee)	$ 385	Course
PHY1051 (Astronomy for the Liberal Arts Lab Fee)	$ 385	Course
PHY1210 (Physics of the Human Body Lab Fee)	$ 385	Course
PHY1601 (General Physics I Lab Fee)	$ 405	Course
PHY1801 (General Physics II Lab Fee)	$ 405	Course
PHY2094 (Directed Study)	Based on Plan	Course
VDA2640 (Cultivating Creativity Course Fee)	$ 135	Course
VDA3601 (Art & Culture : A Global Look	$ 135	Course

1Course titles have been adjusted for spacing and may vary slightly from the official course title.
2Lab fees for BIO1020, BIO1021, BIO1200, BIO1201, BIO1300, BIO1301, BIO1210 and BIO1211 were waived in the Summer 2021 semester.

Administrative Fees		
Description	Amount	Charge
Apostille Seal (only if needed for International Diploma)	$ 6.00	Each
Diploma Replacement Fee	$ 75.00	Each
Returned Check Fee	$ 25.00	Each
Transcript [1]	$ 12.50	Each
Transcript Fee – International Overnight	$ 102.50	Each
Transcript Fee – Overnight	$ 52.50	Each

Electronic Requests have an additional non-refundable $1.00 secure fee.

Tuition Deposit Payments

American International College abides by the Candidate's Common Reply Date of May 1. Member schools of the Association for College Admissions Counseling (NACAC) agree that all prospective students should have an opportunity to receive admission decisions from all of the colleges to which they apply, provided all deadlines were met, before a deposit is required.

Admitted applicants will be asked to submit a non-refundable deposit by May 1 in order to hold the student's place in the entering class. Where circumstances merit, requests for an extension of the deposit deadline may be granted at the discretion of the Director of Admissions.

Food Service

The Dining Commons offers continuous service providing meals, drinks and snacks during all operating hours seven days a week.

Resident students are required to have a meal plan (some exceptions for Graduate students living in the Acorn Complex may apply). Meal plan changes may be made with the Office of Residence Life during the add-drop period at the start of each term.

Commuter students are not required to purchase a meal plan each term but have several attractive available options. Commuters may make meal plan selections with the Office of Residence Life. Full meals may be purchased for cash in the Dining Commons.

The snack bar, known as The Hive, is located in the campus center. Sandwiches and salads, hot drinks and other items are available on a cash basis. Adding Buzz Bucks, a declining balance choice, is also available to all students through the Dining Commons office. Snacks and soft drinks are available through vending machines in other college facilities.

Residence Charges and Meal Plans 2021-2022 (Per Term- Fall/Spring)

Residence Halls:

Building	Single by Design	Single Buyout[3]	Double	Triple by Design	Single Due to Vacancy Upcharge[2]	Occupancy Adjustment (Double to Triple)
Acorn Graduate Apts.	$5,790.00	N/A	N/A	N/A	N/A	N/A
Acorn Apts.	N/A	$6,520.00	**$4,830**	N/A	$725.00	(725.00)
Broadhurst	$4,900.00	$5,515.00	**$4,085**	N/A	$615.00	(615.00)
Edgewood	$5,120.00	$5,760.00	**$4,265**	$3,745	$640.00	(640.00)
Hines[1]	$4,495.00	$5,055.00	**$3,745**	**N/A**	$560.00	(560.00)
Magna[1]	**N/A**	$5,055.00	**$3,745**	**$3,745**	$560.00	(560.00)
Pouch[1]	$4,495.00	$5,055.00	**$3,745**	**N/A**	$560.00	(560.00)
Street[1]	$4,495.00	$5,055.00	**$3,745**	**N/A**	$560.00	(560.00)

All rates are per term

[1]These buildings are all traditional buildings.
[2]See section on Single due to Vacancy
[3]Only available on a limited basis- availability determined by the Office of Residence Life

Summer	Per week
Hines Double Room	$125
Hines Single Room	$175

Daily rate for moving in early/staying late is $30

Meal Plans:

Meal Plan Description	Term	Academic Year	Who May Purchase
Residential Meal Plans			
Unlimited + $300 Dining Dollars	$ 3,655	$ 7,310	Minimum required for all First-year students living anywhere on campus. All other undergraduate and Graduate students may purchase this plan.
14 Meals per Week + $200 Dining Dollars	$ 2,985	$ 5,970	Minimum required for all non-freshmen undergraduate students living in any hall except Acorn Heights or Acorn Heights-B. Graduate students may purchase.
125 Block + $200 Dining Dollars	$ 1,885	$ 3,770	Optional plan for Undergraduate students living in Acorn Heights

			(non First-Year). Graduate students may purchase.
75 Block + $100 Dining Dollars	$ 1,130	$ 2,260	Minimum required for all undergraduate students living in Acorn Heights (non First Year) and all graduate students living in any hall except Acorn Heights and Acorn Heights-B.
Commuter Meal Plan			
30 Block + $200 Dining Dollars	$ 525	$1,050	Optional for all non-resident undergraduate and graduate students

Fees:

Fees	Amount	Charge Per
Off-Campus Res. Education -Non Compliance Fine	$ 300	per occurrence
Residency Requirement Non Compliance Fee	$ 5,000	per occurrence
Cancellation Fee 1 (Eligible to live off campus)-early notice	$ 100	per occurrence
Cancellation Fee 2 (Eligible to live off campus)-late notice	$ 500	per occurrence
Cancellation Fee 3 (Eligible to live off campus)-after add/drop	$ 1,000	per occurrence
Cancellation Fee (Eligible to live off campus)-after Oct/Mar deadline	100% room charge	per occurrence

Please refer to the Student Handbook for complete Residence Life policies and procedures.

Student Health Plan*

The Health Services office, located in Mallory Hall, is staffed by nurse practitioners, physician assistants and a physician. Each of the health care providers has prescriptive authority and all are board certified. No appointment is needed to be seen and there is no charge for office visits. Campus Police responds to all emergencies on campus and will refer students to Health Services or Baystate Medical Center Emergency Department as needed.

The Commonwealth of Massachusetts mandates that all matriculated full-time and three-quarter-time students attending an institution of higher education who are not enrolled solely in short term courses or in an online program must be enrolled in a qualifying Student Health Plan that meets established minimum benefit guidelines. The regulation and additional information can be accessed on the Massachusetts Health Connector.

All students who meet the eligibility requirements are automatically enrolled in and charged for the AIC Student Health Insurance Plan.

AIC automatically applies the insurance fee but it may be waived during the yearly posted waiver periods if the student has comparable coverage with another carrier. A 12-month plan, the insurance covers the period between August 1st and July 31st of the following year. The cost of insurance is subject to annual increases.

**This is a brief overview of the plan and additional terms and conditions apply. Contact Student Accounts for complete plan information. The policy information and applicable waiver periods are posted on the my.aic.edu portal.*

Student Accounts Policy and Procedures

College statements are issued beginning in June for the fall term and in December for the spring term. Students are expected to view their statements online via the my.aic.edu portal.

Book Vouchers
Students may request book vouchers to be used at the AIC Campus Store from the Student Accounts Office. Vouchers may be issued to students with an anticipated credit balance due to awarded financial aid. Vouchers may only be used to purchase books and supplies (paper, pens, etc.). Vouchers cannot be used for uniforms, equipment, or non-course related items. Vouchers will not be issued based on anticipated credits due to the monthly payment plan or for financial aid recipients who have not completed all required forms/procedures in order to receive their financial aid.

Check Cashing
Students may cash checks up to $50. There is a limit of one check per every 2 business days and a valid AIC student ID must be presented. Checks will only be cashed between the hours of 10 am and 2:30 pm.

Methods of Payment
Students should make payment arrangements for their account ("Student Account") by the posted payment due date for each term.

a. Approved financial aid loans and grants
b. Direct payment by check, electronic payments, Visa, Mastercard, American Express or Discover.
c. Enrolling in an authorized monthly payment plan through AIC's authorized vendor
d. International students must make full payment prior to arrival and are not eligible for participation in payment plans.

Refund Checks
Refunds created by federal student aid are automatically issued within 14 days of the receipt of the aid or the start of the semester, whichever is later.

All other refunds must be requested by the student and are subject to review by Student Accounts. Refunds are limited to the total credit balance for all semesters for which the student has been billed.

In all cases refunds are issued in accordance with regulatory requirements and the choices made by the student on the Student Account Authorization form. Refunds are only issued based on funds that have been applied (received) and not on awarded but unapplied (unreceived) funds or payments.

Policies

Payment of Fees/ Promise to Pay
Students accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of any registrations and/ or receipt of services. Registration and/or receipt of services constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which AIC is providing educational services and deferring some or all payment obligation for those services. Students agree to pay for all assessed tuition, fees and other associated costs by the published or assigned due date.

Students who drop or withdraw from some or all of the classes for which they are registered, will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule as published on the my.AIC.edu portal on the Office of Student Accounts page. Students are responsible for reading the terms and conditions of the published tuition refund schedule. Failure to attend class or receive a bill does not absolve students of their financial responsibility as described above.

Billing
AIC uses electronic billing (e-bill) as its official billing method, and students are responsible for viewing and paying their student account e-bill by the scheduled due date. Failure to review the e-bill does not constitute a valid reason for not paying a bill on time. Administrative, clerical or technical billing errors do not absolve students of their financial responsibility to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of registrations at AIC. If a payment made to the student account is returned by the bank for any reason, students agree to repay the original amount of the payment plus a returned payment fee.

Financial Aid
Aid described as "estimated" on a Financial Aid Award or "awarded" on a Student Billing Statement does not represent actual or guaranteed payment, but is an estimate of the aid that may be received if all requirements stipulated by that aid program are met. The Financial Aid Award is contingent upon continued enrollment and attendance in each class for which the financial aid eligibility was calculated. If a student drops or withdraws from any class before completion, the financial aid eligibility may decrease and some or all of the financial aid awarded may be revoked. If some or all of the financial aid is revoked due to a dropped, withdrawn or failed to attend class, students are responsible for repaying all revoked aid that was disbursed to the account that resulted in a credit balance that was refunded to them.

Awards, Scholarships, and Grants: All awards, scholarships and grants awarded by AIC will be credited to the student account and applied toward any outstanding balance. Receipt of an award, scholarship or grant is considered a financial resource according to federal Title IV financial aid regulations, and may therefore reduce eligibility for other federal and/or state financial aid (i.e., loans, grants, Federal Work Study) which, if already disbursed to the student account, must be reversed and returned to the aid source.

Delinquent Accounts/ Collections

Financial Hold: Failure to pay the student account bill or any monies due by the scheduled due date, will result in the placement of a financial hold on the student account, preventing students from registering for future classes, requesting transcripts, receiving a diploma, and/or other official college documents.

Non Payment: Multiple returned payments and/or failure to comply with the terms of any payment plan or agreement signed with AIC may result in cancellation of classes and/or suspension of eligibility to register for future classes at AIC. In addition, students may be excluded from commencement exercises, college activities, athletic programs, removed from the residence halls, and have meal plans cancelled. No refunds will be given for services that are withheld due to overdue financial obligations. The college also reserves the right to withdraw a student from the college with all of the withdrawal policy regulations in effect.

Collection Fees: Failure to pay the student account bill or any monies due to AIC by the scheduled due date, and failure to make acceptable payment arrangements to bring the account current, may result in AIC referring the delinquent account to a collection agency/attorney. If AIC refers my student account balance to a third party for collection, whether an attorney or collection agency, the student will be responsible for any costs (including but not limited to collection fees) associated with attempting to collect the monies due and owing. A collection fee will be assessed and will be due and owing in full at the time of the referral to the third party. The collection fee will be calculated at the maximum amount permitted by applicable law but not to exceed {50 percent} of the amount outstanding. For purposes of this provision, the third party may be a debt collection company or an attorney. If a lawsuit is filed to recover an outstanding balance, the student will also be responsible for any costs associated with the lawsuit such as court costs or other applicable costs. Finally, the delinquent account may be reported to one or more of the national credit bureaus.

Method of Communication: AIC uses the AIC e-mail account as an official method of communication with students, and therefore students are responsible for reading the e-mails received from AIC on a timely basis.

Contact: AIC and its agents and contractors may contact students at their current and any future cellular phone number(s), email address(es) or wireless device(s) regarding the delinquent student account(s)/loan(s), any other debt owed to AIC or to receive general information from AIC. AIC and its agents and contractors are authorized to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in their efforts to contact students. Students may withdraw their consent to call a cellular phone by submitting a Change of Address form to the Registrar's Office or by completing the appropriate notification to its agents or contractors.

Updating Contact Information: Students are responsible for keeping their AIC records up to date with current physical addresses, email addresses, and phone numbers by following the procedure on the my.AIC.edu portal on the Office of the Registrar's page. Upon leaving AIC for any reason, it is the student's responsibility to provide AIC with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to AIC.

Veterans Benefits and Transition Act of 2018 effective August 1, 2019:
Educational institutions must allow students using veteran's benefits (Chapter 33 and Chapter 31 beneficiaries) to attend a course of education or training during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility for entitlement to educational assistance and ending on the earlier of the following dates:

- The date on which the secretary provides payment for such course of education to the institution.
- The date that is 90 days after the date on which the educational institution certifies for tuition and fees following receipt from the student such certificate of eligibility.

Educational institutions will not impose any penalty, including assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment to be provided by the Secretary under chapter 31 or 33 of this title.

Educational Institutions may require an individual to submit a certificate of eligibility for entitlement to educational assistance no later than the first day of a course of education for which the individual wishes to use the entitlement of educational assistance.

Student Account Withdrawal Refund Policies

Course Drop/ Withdrawal Refund Schedule:

This policy applies to students who drop and/or withdraw from individual courses in a semester while maintaining a status of being an enrolled student [1, 2, 3].

Traditional and Trimester Academic Calendars:

- Prior to start of sessions and through the Add/Drop period: 100% refund of tuition and course related fees
- After add/drop: No Refund of Tuition and course/lab fees*

  **Traditional Calendar Summer Sessions: after Add/Drop: 50% refund of tuition through day 15 (6 week sessions only)*

7 Week Modular, School of Education 8 Week Cohort, and AIC Online Academic Calendars:

- Prior to start of sessions and through the Add/Drop period: 100% refund of tuition and course related fees
- After add/drop: 50% refund of tuition and program fees through day 18

[1]Military Personnel please refer to the Service Members section of the withdrawal policy for special accommodations for service members who must withdraw from all courses due to military orders.
[2] The dates used are the session dates from the academic calendars

*[3]**How to Count the Days:** All days are counted, including weekends and holidays. If a class begins on a Monday, then Monday is day #1, Tuesday is day #2, Wednesday is day #3, and so on. Institutional charges and institutional financial aid are prorated based on the start date and end dates for the entire session of the academic period as per the academic calendar. For modular programs, each sub-session is calculated separately and the start and end dates for each sub-session is utilized. The dates used are the session dates and NOT individual course start and end dates. The dates are calendar based and include weekdays, weekends, and holidays*

Withdrawal from the College Refund Schedule:

All students who elect to leave American International College for reasons other than graduation MUST officially withdraw from the institution.

Students who withdraw prior to the end of the add/drop period for term (or session) will receive a 100% reversal of tuition, fees, residence hall and meal charges. Undergraduate students who withdraw during the add/drop period will be charged a $750 withdrawal fee.

A limited pro-rate schedule specific to each academic calendar is applied for all withdrawals from the college that occur after the add/drop period.

Withdrawal Refund Schedules

WITHDRAWAL FROM AIC: TRADITIONAL UNDERGRADUATE CALENDAR

Session(s)	Weeks/Days	% Returned Tuition and Specific Fees[4]	% Returned Fees[2]	% Returned Room and Board[1]	% Institutional Financial Aid Returned[5]
Fall & Spring	Prior to the start of the session	100%	100%	100%	100%
	During Add/Drop	100% *$750 Withdrawal Fee*[3]	100%	100%	100%
	After Add/Drop and through Day #14 (this is usually only a few days)	80%	No Refund	80%	80%
	Week 3 (Days 15-21)	60%	No Refund	60%	60%
	Week 4 (Days 22-28)	40%	No Refund	40%	40%
	Week 5 (Days 29-35)	20%	No Refund	20%	20%
	Week 6 and after (Day 36+)	No Refund	No Refund	No Refund	No Refund
Intersession	Prior to the start of the session	100%	100%	100%	100%
	First Day of Session	100%	100%	As per housing contract	100%
	Day 2 of session and after	No Refund	No Refund	As per housing contract	No Refund
Summer	Prior to the start of the session	100%	100%	100%	100%
	During Add/Drop	100%	100%	As per housing contract	100%
	After Add/drop to day #15	50%	No Refund	As per housing contract	50%
	Day # 16 and after	No Refund	No Refund	As per housing contract	No Refund

WITHDRAWAL FROM AIC: 7 Week Calendar					
Session(s)	Weeks/Days	% Returned Tuition and Specific Fees[4]	% Returned Fees[2]	% Returned Room and Board[1]	% Institutional Financial Aid Returned[5]
Fall & Spring	Prior to the start of the sub-session	100%	100%	100%	100%
	During Add/Drop	100%	100%	Room & Board is contracted on a yearly basis[1]	100%
	After Add/drop to day #18	50%	No Refund	Room & Board is contracted on a yearly basis[1]	50%
	Day #19 And after	No Refund	No Refund	Room & Board is contracted on a yearly basis[1].	No Refund
Summer	Prior to the start of the sub-session	100%	100%	100%	100%
	During Add/Drop	100%	100%	As per housing contract	100%
	After Add/drop to day #18	50%	No Refund	As per housing contract	50%
	Day #19 And after	No Refund	No Refund	As per housing contract	No Refund

How to Count the Days:

All days are counted, including weekends and holidays. If a class begins on a Monday, then Monday is day #1, Tuesday is day #2, Wednesday is day #3, and so on.

Institutional charges and institutional financial aid are prorated based on the start date and end dates for the entire session of the academic period as per the academic calendar. For modular programs, each sub-session is calculated separately and the start and end dates for each sub-session is utilized. The dates used are the session dates and NOT individual course start and end dates. The dates are calendar based and include weekdays, weekends, and holidays.

Notes:

[1] Room & Board is contracted on a yearly basis. The proration will follow the Traditional Undergraduate Schedule session dates. Students who are administratively or involuntarily withdrawn from the college will be pro-rated for room and board based on the check-out date for the room (a 24 hour grace period is provided). Intersession, Summer, and breaks between the sessions are not part of the withdrawal policy and are subject to pricing as per the housing agreement contract for these periods.

[2] Applies to all fees except for the fees specifically noted in notation #4. AIC Student Health Insurance Plan fee is contracted on an annual basis. Please refer to the health insurance contract for questions in regards to eligibility and fee proration.

[3] Withdrawal Fee: Applied only to undergraduate students

[4] Fees included in the pro-rate are Program Fees and Supportive Services Fees.

[5] Athletic Scholarships will be pro-rated according to the regulations in the Student-Athlete Handbook.

Resident Students

Upon withdrawal, a resident student should immediately contact the Office of Residence Life and follow all procedures for checking out of the room. Students have 48 hours after a voluntary withdrawal and 24 hours after an involuntary withdrawal to complete the check-out process.

Application of Refund Policies

After the withdrawal, American International College will complete the withdrawal refund calculations.

Students who are dismissed or suspended from the college and/or from college housing for disciplinary reasons or violation of local, state and/or federal law are not entitled to any proration of tuition, room, board or fees. They will be held responsible for all institutional charges, disciplinary fines, and any other charges that are applied to their account. However, please note that the financial aid package will be recalculated according to federal & state regulations**.** Students are fully responsible for any financial obligation to the college as a result of a withdrawal. Charges that may have been previously covered by federal program assistance may become due and payable to the College. All college policies for financial obligations, including the responsibility for collection and legal fees are enforced.

Federal Financial Aid:

Federal law specifies how to determine the amount of Title IV program assistance (aid) that is earned if a student withdraws. The Title IV programs that are covered by this law are: Federal Pell Grants, Iraq and Afghanistan Service Grants, TEACH Grants, Direct Loans, Direct PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOGs), and Federal Perkins Loans.

Though the aid is posted to your account at the start of each period of enrollment or payment period (period), the aid is earned during the period. If a withdrawal occurs prior to the completion of the period then the amount of aid that is earned is determined on a pro rata basis. For example, if 30% of the period is completed at the time of withdrawal then the earned amount is 30% of the aid is considered to be earned. All of the aid that was scheduled to be received is considered to be fully earned once more than 60% of the period is completed.

There are some Title IV funds that that cannot be disbursed once you withdraw because of other eligibility requirements. For example, if you are a first-time, first-year undergraduate student and you have not completed the first 30 days of your program before you withdraw, you will not receive any Direct Loan funds that you would have received had you remained enrolled past the 30th day.

Unearned federal financial aid must be returned to the fund source. There is a scheduled order of return, up to the net amount disbursed for the period. Funds must be returned within 45 days of the date that the college determined that the student withdrew. In other words, if 70% of the federal aid is unearned and must be returned, then it will be returned in the order as listed below.

- Unsubsidized Direct Loans (other than PLUS loans)
- Subsidized Direct Loans
- Federal Perkins Loans
- Direct PLUS loans
- Federal PELL Grants for which a return is required
- Federal Supplemental Educational Opportunity Grants (FSEOG) for which a return of funds is required
- TEACH Grants for which a return is required
- Iraq and Afghanistan Service Grant for which a return is required

Post Withdrawal Disbursements:
Students may be eligible for a post-withdrawal disbursement of program assistance. Students will be sent notifications of eligibility and instructions for accepting or declining post-withdrawal disbursements of loans within 30 days of the date the college determined that the student withdrew.

Other Aid Sources
Other sources of aid that do not fit into the institutional aid or federal aid guidelines may be prorated or returned to the issuing party based upon applicable regulations.

Service Members
Special accommodations will be made for military personnel that must withdraw due to receiving military orders that require them to serve during the session/sub-session.

- A copy of the military orders must be provided to the college.
- The dates of the orders must be within the session/sub-session and significantly affect the ability to complete the session/sub-session.

The college will work with each student to identify solutions or adjust the institutional refund policy so that a (1) student debt for the returned portion of Tuition Assistance is not created (2) to reduce any outstanding obligation to the college.

All policies are subject to change at any time. Changes will be posted to the myAIC portal.

Financial Aid

The mission of the Office of Financial Aid is to work in partnership with the student and family to create a viable college financing plan for each academic year of enrollment. The office administers all college, federal and state financial aid programs as well as alternative financing programs available through commercial lenders. Each student has an assigned counselor on the financial aid team. All students are encouraged to communicate actively with their assigned counselor. The Office of Financial Aid works with both graduate and undergraduate students.

Students are expected to complete the annual financial aid application process within the published timeframe. Preference is given to students who meet the priority filing dates. All students are encouraged to file well in advance of those dates.

March 1	Incoming undergraduate filing priority date
May 1	Returning undergraduates filing priority date
May 1	All graduate students filing priority date

All applicants must file the Free Application for Federal Student Aid (FAFSA) and any supporting documentation requested by the college. Applicants must include AIC on the FAFSA as the institution to receive the FAFSA application data by designating AIC's federal student code (002114) in the appropriate section of the FAFSA. Failure to do so may result in the withdrawal of aid awards.

In accordance with federal privacy laws, strict attention is paid to the confidentiality of student applications. Students must authorize, in writing, release of financial aid awards or application data to those not covered by the exclusions governed by the Family Educational Rights and Privacy Act.

Crediting of Financial Aid Awards
The financial aid award letter will specify the amounts of aid and the expected semester disbursement dates by semester. All disbursements are made directly to the student's account, generally two weeks after the add/drop period ends. Credited aid in excess of student charges will be refunded to the student within 14 days unless the student authorizes retention of the credit balance for future charges. No aid will be disbursed until all financial aid and academic requirements are met The student is responsible for working with his/her financial aid counselor to complete all required forms and procedures. Failure to complete the program or application requirements will result in a loss of financial assistance.

Grants, Scholarships and Loans

Merit-based Scholarships
Merit-based scholarships are awarded annually to selected incoming applicants who have been accepted for admission as full-time students. Students awarded merit scholarships will be notified at the time of their admission decision.

Eligibility for incoming freshmen is based on SAT/ ACT scores, class rank and high school grade point average. Scholarships range from $8,000 to $18,000 and are renewable provided the student maintains satisfactory academic progress and continues full-time enrollment. Need based scholarships are not available to students pursuing a second undergraduate degree.

Transfer students who have completed a minimum of 12 transferable credits will be considered for a merit-based scholarship based on their college cumulative grade point average. Students who are awarded such scholarships will be notified at the time of their admission decision.

American International College Grants

The College maintains a grant program that may provide assistance to students qualified on the basis of financial need. This program is open to all full-time undergraduate students who apply for financial aid and demonstrate financial need. AIC grants are not available to students pursuing a second undergraduate degree.

Athletic Grants in Aid

AIC is a Division II member of the NCAA and adheres to the awarding regulations determined by the NCAA. Athletic grants are subject to the coach's recommendation and the approval of the Directors of Athletics and Financial Aid.

Federal Pell Grants

Pell Grants are awarded to eligible students based on the FAFSA and other required supporting documentation. The award schedule is determined by the U.S. Department of Education annually, subject to appropriation by the Congress. Eligible applicants must be enrolled at least half-time to receive a Pell Grant.

State Grant Programs

Many states provide grants that are awarded on the basis of financial need and/or academic performance. Application deadlines vary but students are advised to apply as early as possible, generally before March 1st. Students should check with their home state programs for application requirements and deadlines.

Federal Supplemental Educational Opportunity Grant

The Supplemental Educational Opportunity Grant is designed to assist undergraduate students with exceptional financial need as determined by a review of the student's FAFSA. Awards are determined by the Office of Financial Aid and range from $200 to $4,000 annually subject to Congressional appropriations and program regulations.

Federal Work Study

AIC participates in the Federal College Work-Study Program. It offers students, qualified on the basis of financial need, the opportunity to provide for a portion of their college expenses by working part-time while they attend school. Job assignments are based on the availability of funds and are determined by the Financial Aid Office. Students are paid every other week by check or direct deposit. Work Study awards are not deducted from the student's account.

Federal Direct Loans

Loans under the Federal Direct Loan Program are subject to the regulations and terms as determined by the U.S. Department of Education. Applicants must file the appropriate FAFSA on an annual basis. There are two types of loans. The Subsidized Direct Loan is available to students demonstrating financial need as defined by the U.S. Department of Education. The federal government assumes responsibility for interest payments while the student is enrolled at least half-time. Under the Unsubsidized Federal Direct Loan program, interest accrues while the student is enrolled. The student may elect to pay only interest while enrolled or the interest may be capitalized until the student enters full repayment.

Year in School	**Dependent Undergraduate**	**Independent Undergraduate**	**Graduate**
First Year (FR)	$5,500 – No more than $3,500 may be subsidized	$9,500 – No more than $3,500 may be subsidized	$20,500 unsubsidized loan
Second Year (SO)	$6,500 – No more than $4,500 may be subsidized	$10,500 – No more than $4,500 may be subsidized	
Third & beyond (JR/SR)	$7,500 – No more than $5,500 may be subsidized	$12,500 –No more than $5,500 may be subsidized	

Federal Direct PLUS Loans

Parents may borrow the annual full cost of education less any financial aid subject to federal lending criteria. The student must have a FAFSA on file. The federal government is the lender and sets standard for credit worthiness and program eligibility.

Graduate students may supplement borrowing in the subsidized and unsubsidized programs by seeking assistance through the Grad Plus option. Students may borrow up to the full cost of attendance less any other financial assistance (loans, assistantships, work study, grants and scholarships).

Cooperating Colleges of Greater Springfield

The Cooperating Colleges of Greater Springfield (CCGS), is an association formed in 1970 by the presidents of the member institutions: American International College, Bay Path University, Elms College, Holyoke Community College, Springfield College, Springfield Technical Community College, Western New England University, and Westfield State University. CCGS serves to enrich educational offerings, cultural events, and social activities at each university, and offer a wider variety of programs and fields of study.

CCGS sponsors an eight-college exchange program in which any full-time undergraduate who has paid tuition at their own home college may take up to two courses or up to eight credit hours per semester each semester at any one of the other CCGS institutions, provided that seats are available at the host institution. Part-time students attempting at least six credit hours in a degree program are also qualified to participate in the CCGS program. The above-stated conditions may not apply to summer sessions, evening classes, winter session, and continuing education classes. Students should first discuss this opportunity with their advisor and then register for CCGS classes through their home Registrar's office. Additional guidelines and registration information may also be obtained from the Registrar's office.

Undergraduate Curriculum

The College reserves the right to alter any of the rules and regulations outlined in this Catalog and also in the Academic Regulations (a separate publication located on the AIC website). All such changes are effective at such times as the proper authorities determine and may apply not only to prospective students, but also to those who already are enrolled in the college. This catalog should not be construed as constituting a contract between the college and any other person.

American International College ensures that its graduates experience the essentials of a general education. To achieve this purpose, courses basic for general education are required of all students at the college. Courses are also required to complete a specified amount of study of acceptable quality in a major field.

American International College has three schools:

School of Business, Arts and Sciences
School of Health Sciences
School of Education

All undergraduate students in each of the Schools must satisfy the College's APEX program, including general education requirements. Beyond the general education requirements, each school has its own major fields of study, the details of which are included within each departmental listing.

APEX (The AIC Plan for EXcellence)

The AIC Plan for EXcellence (referred to as APEX) is a shared undergraduate journey that transforms our students through academic, community and leadership opportunities that foster intellectual, personal and professional growth and development. This comprehensive, four-year program heightens the students' academic, professional, and social experiences while attending AIC in order to develop a solid foundation for a lifetime of success personally and professionally. To make our undergraduate students more attractive to prospective employers and enable them to succeed in their careers, we provide them with broad academic skills based on a liberal arts foundation as well as life skills such as the ability to communicate effectively, think critically, gather and use information, and work collaboratively. The focus of the program is to assist students achieve their own apex by helping them identify, develop, and achieve their educational, professional, and personal goals.

The APEX Program is composed of three interlocking parts: four 1-2 credit APEX courses, the cocurricular experience, and the general education core curriculum. The academic courses, referred to as APEX 1-4, are designed to help students navigate the various academic, social, and personal transitions that they will experience in college while preparing them for their future careers. Students will complete a variety of activities and assignments, such as goal setting, creating e-portfolios, and conducting informational interviews that will help them grow and learn over their time at AIC.

The second part of the APEX program focuses on cocurricular experiences. In order to reach your apex, it is not enough to do well academically. At AIC, we recognize that some of the most impactful learning happens outside of the classroom. You must also be able to interact and get along with your peers, foster your leadership skills, and develop your understanding of the world around you. As part of the APEX Program, you will become an involved campus community member. Over the course of your time at AIC, you will have the opportunity to participate in Co-Curricular Experiences (CCEs) that are organized around APEX's four learning goals: Intellectual Development & Lifelong Learning, Personal Growth, Social & Cultural Competency, Career & Professional Development.

The third and final component of the program is the general education core curriculum. The General Education requirements serve as the academic basis for lifelong learning. It is a framework for the acquisition and use of broad bodies of knowledge and a foundation of intellectual, social, and ethical skills and behaviors. Through this program, students are provided with a sequence of general education courses that complement the major program of study. Students are required to complete 42-45 credits of approved general education courses, according to the requirements listed.

"Exploring Interdisciplinarity"
Beginning in Fall 2020, all newly admitted students to the College will be expected to complete two to three interdisciplinary courses as part of the "Exploring Interdisciplinarity" area of the General Education curriculum.

Exploring Interdisciplinarity prepares students to understand and explore the interconnected nature of problems facing America and the world today. Interdisciplinary courses are intended to help students examine a current problem/issue/topic through multiple lens and subject matters. Students will explore interdisciplinary issues beginning in their sophomore year. Courses in this category are interdisciplinary in nature and represent emerging and complex issues in today's society. The following learning outcomes have been developed for the interdisciplinary courses:

At the completion of General Education, students will be able to:

- Produce an interdisciplinary understanding of a complex issue.
- Demonstrate the ability to engage in taking different perspectives.
- Demonstrate advancing critical thinking skills.
- Integrate knowledge and ways of thinking drawn from two or more disciplines.

General Education Requirements (42-45 credits)

Effective with students admitted for Fall 2020

- **Exploring the Scientific World**
  Two Required Courses: 1 Math Course (3 cr), 1 Science Course/Lab (4 cr)

1 Math Course:	
MAT1310	Statistics in Occupational Therapy
MAT1430	Foundations of Statistics
MAT2004	Biostatistics
MAT2030	Statistical Analysis for Business Decisions
PSY/CRJ2302	Statistics

1 Science Course/Lab:	
BIO1020/1021	Animal Diversity in Massachusetts
BIO1100/1101	General Biology I
BIO1110/1111	General Biology II
BIO1130/1131	Environmental Biology
BIO1200/1201	Human Anatomy & Physiology I
BIO1300/1301	Principles of Microbiology
BIO1400/1401	Biology I
BIO1500/1501	Biology II
CHE1100/1101	Chemistry & Society I
CHE1110/1111	Chemistry & Society II
CHE1200/1201	Introduction to Chemistry
CHE1600/1601	General Chemistry I
PHY1010/1011	Science for the 21st Century
PHY1020/1021	Earth Science for the Liberal Arts
PHY1030/1031	Physics for the Liberal Arts
PHY1050/1051	Astronomy for the Liberal Arts
PHY1600/1601	General Physics I

One Optional Course: 1 Science Course with or without a lab (3-4 cr)*
*If optional course is taken in this category, will only have to take two (2) Interdisciplinary Course (INT)

- **Exploring Interdisciplinarity**

Three Required Courses: ENG1202/1602 (3 cr), 2 Interdisciplinary (INT) Courses (6 cr)

ENG1202 or ENG1602	
ENG1202 or	Analytical Writing

ENG1602	Advanced First-Year Composition & Lit
2 Interdisciplinary Courses (must have INT prefix)	
INTxxxx	Interdisciplinary Topics (course numbers will vary and will be updated in MyAIC)

One Optional Course: 1 Additional INT Course (3 cr)*
*If optional course is taken in this category, will only have to take one (1) Science with a Lab Course (4cr)

- **Understanding Self & Others**

Three Required Courses: 1 Self Context Course (3 cr.), 1 US Context Course (3 cr), & 1 Global Context Course (3 cr)

1 Self Context Course:	
PSY1401	General Psychology I
PSY1501	General Psychology II
SOC1010	Introduction to Anthropology
SOC1100	Introduction to Sociology
SOC1400	Social Problems

1 US Context Course:	
AMS1100	Introduction to American Studies
ECO1000	Survey of Economics
ECO1401	Macroeconomics
ECO1402	Microeconomics
HST1510	US History to 1877
HST1520	US History since 1877
HST1600	Introduction to African American Studies
PCH1030	Introduction to Public Health
POL1000	Introduction to Political Science
POL1400	Introduction to American Politics

1 Global Context Course:	
ECO1010	World Economic Geography
HST1400	Western Civilization I
HST1410	Western Civilization II
HST1420	World History I (to 1500)
HST1430	World History II (since 1400)
HST1500	World History
IBS1420	Diverse Cultures of the World

PHI2010	World Religion
PHI2030	Spirituality, Religion, & Healing
POL1500	Comparative Politics
PCH2030	Global Health

- **Exploring the Arts & Humanities**

Three Required Courses: ENG1201 or 1601 (3 cr), 1 Arts Course (3 cr),
& 1 Humanities Course (3 cr)

ENG1201 or 1601	
ENG1201 or ENG1601	English Composition or Advanced English Composition

1 Arts Course:	
ART1000	History of Art
COM2460	History of Photojournalism
COM3290	Great Directors
MUSxxxx	Any 3cr; varies by course
THR1400	Introduction to Theatre
VDA2640	Cultivating Creativity

1 Humanities Course:	
ENG2xxx-level	Any 3cr; varies by course
Foreign Language	Any 3cr; Elementary or Intermediate
PHI 1000	Introduction to Critical Thinking
PHI1200	Introduction to Philosophy
PHI1400	Philosophy through Literature

- **Developing Professional Readiness**

On-Campus students: Five required courses: APEX 1 (1 cr) or ACE (3 cr) & APEX 2-4 (4 cr)

Online program students: One required course: AIC4141 (3 cr, All online programs except RN to BSN) or NUR 4600 (3 cr, RN to BSN only)

APEX/ACE courses	
AIC1100 (3cr)	Introduction to ACE (ACE students only)
AIC1140 (1cr)	APEX 1
AIC2140 (2cr)	APEX 2
AIC3140 (1cr)	APEX 3
AIC4140 (1cr)	APEX 4
AIC4141 (3cr) or	APEX for Online & Evening Programs or

NUR4600 (3cr)	Leadership & Management in Nursing

School of Business, Arts and Sciences

Susanne T. Swanker, PhD, Dean

Mission

In support of the College's general academic mission, The School of Business, Arts and Sciences commits itself to serve three functions:

- To offer an integrated, multidisciplinary program of courses in the liberal arts at the introductory level for the general education of all students throughout the College.
- To provide high quality instruction at the advanced level for preparing majors in the traditional liberal arts and business for admission to professional or graduate schools, or for direct entry into the work force.
- To develop competent, dedicated individuals eager to serve the needs of people by providing professional programs based on the application of liberal arts, particularly the social sciences.

The liberal arts teach the intellectual skills and broad acquaintance with society that allows students the ability to adapt and evolve in today's global market. The liberal arts are the academic foundation for the educated person. Through a liberal arts foundation, AIC prepares graduates who can think critically and creatively, communicate effectively, understand broad societal relations and heritages, build strong relationships with others across a variety of cultural and experiential boundaries and manage themselves well—all essential skills for success in their professions and the wider community.

The liberal arts majors offer a truly most practical career preparation for a world that is constantly changing. They prepare students not only for their first jobs after college, but also for advanced careers beyond the entry level. They equip students so that they can both shape the persons they envision becoming, as well as, create the world in which they wish to live.

The professional majors build on the liberal arts foundation by teaching the specific skills and knowledge base and building the specific values that will:

- develop in the student an appreciation of the helping professions as a career choice;
- ensure that every graduate has demonstrated competencies appropriate for entering his/her profession of choice;
- encourage the student to engage in practica in his/her field so as to experience the realities of the workplace;
- ensure that the student possesses or obtains the necessary personal qualities to serve all types of people in an equitable and sensitive manner; and
- foster in the student a problem-solving approach when confronted with difficult situations.

Degree Programs

Associate Degrees

Associate of Arts (AA)

Major

Liberal Arts (AA) (Available only as a part-time, evening option)

Liberal Arts (AA)

The Associate of Arts is conferred upon students who have satisfactorily completed a minimum of 60 semester hours of academic work. Liberal Arts is the area of concentration. This program is designed to provide students with a solid introduction to the subject matter. It also provides a seamless transition into the Bachelor of Arts degree program. The Liberal Arts (AA) program is only available as a part-time evening option.

Learning Outcomes:

- Articulate concepts from a broad background of information in liberal arts
- Identify, describe, and analyze key concepts of human behavior, social influences and societal issues
- Compare and contrast key concepts in a complex world and identify interdependencies
- Articulate clearly and succinctly one's thoughts to others, both orally and in written form

Major Requirements

ENG1201	English Composition I
ENG1202	Analytical Writing
ENGxxxx	Literature
Exploring Scientific World	Four (4) credits from General Education
Science course with Laboratory	Requirements
Understanding Self and Others	Twelve (12) credits from General Education Requirements
Exploring the Arts and Humanities	Twelve (12) credits from General Education Requirements
MIS1300	Business Analytics with Excel
Electives	Twenty-one (21) general electives

Bachelor Degrees

Bachelor of Arts
Bachelor of Science
Bachelor of Science in Business Administration

These degrees are conferred upon students who have satisfactorily completed a minimum of 120 semester hours of academic work and have fulfilled general education and major requirements.

Bachelor of Arts Majors

Communication and Public Relations
Digital Marketing Communications
Integrated Studies
International Studies
Liberal Arts**
Liberal Studies
Social Sciences*
Sociology
Theater Arts
Visual and Digital Arts

Bachelor of Science Majors

Athletic Administration and Leadership
Biology
Criminal Justice
Human Biology
Interdisciplinary Science
Media Communication Studies
Psychology

Bachelor of Science in Business Administration Majors

Accounting*
Economics and Finance
General Business*
Healthcare Management*
International Business
Management
Marketing
Sports and Recreation Management

*May be completed part-time, evening, **only available as part-time, evening

Minors

Students may elect to fulfill the requirements of a minor field of study in some disciplines and to have the minor field officially recorded along with their major field of study on their permanent record. Requirements for minors vary according to departments. Interested students are referred to the department/division chairs and to the program description section.

Accounting
Advocacy for Social Change
African American Studies
American Studies
Biochemistry
Biology
Chemistry
Communication and Public Relations
Criminal Justice
Economics and Finance
Digital Marketing Communications
English
Entrepreneurship
Fraud and Financial Crimes
General Business (for non-business majors only)
Healthcare Management
History
Human Biology
International Business
International Studies
Management
Marketing
Media Communication Studies
Photography
Political Science
Psychology
Sociology
Spanish
Sports and Recreation Management
Theater Arts
Visual and Digital Arts

Pre-Professional Studies

Pre-Professional Studies in Pre-Law and Pre-Med are not majors at AIC, but offer aspiring students guidance in choosing a specific major related to their intended careers and graduate studies. Students will work with a pre-professional advisor in addition to working with an advisor in his/her major.

Bachelor of Arts Degree Majors and Minors

Communication and Public Relations (BA)

The Communication and Public Relations major is designed to develop students' theoretical and practical skills related to this technologically evolving field. This major prepares students for careers in a variety of fields where crafted communication is an integral part of the professional activity. Career options include, but are not limited to: journalism, broadcasting, digital communication, advertising and public relations. Ultimately, a PR and Communication major understands fundamental approaches to communicating through media, and can apply these to an evolving discipline.

Learning Outcomes

- Understand and apply historical and theoretical frameworks of communication
- Create ethical and responsible media
- Write, report, document and package information in a variety of appropriate formats for print, broadcast and web
- Know and employ individual and team presentation skills
- Demonstrate effective communication skills in various formats based on the needs of the message, audience and client
- Gain practical experience in an industry media outlet

Major Requirements

COM1201	Introduction to Journalism I
COM1212	Introduction to Video Production
COM1281	Introduction to Mass Communication
COM1410	Digital Photography I
COM2630	Writing for Media
COM3201	Public Relations
COM3240	Media Law and Ethics
MKT1450	Principles of Marketing
VDA2613	Graphic Design I
COM3680	Communication Research
COM4899	Internship

Choose one from the following courses:

ENG2213	Public Speaking
THR1420	Fundamentals of Acting/Acting I

Choose two from the following courses:

COM1202	Introduction to Journalism II
COM1400	Introduction to Broadcasting
COM3261	Interactive Media
COM3450	Feature and Opinion Writing
COM3830	Digital Media
ENG2280	Professional and Technical Writing

Minor Requirements

COM1281	Introduction to Mass Communication

COM3201 Public Relations

Choose one from the following courses:

COM1201 Introduction to Journalism I

COM2630 Writing for Media

Additionally, one from the following courses:

COM1212 Video Production

COM1410 Digital Photography

Plus at least two elective courses in Communication or Visual and Digital Arts

Digital Marketing Communications (BA)

The Digital Marketing Communications major will provide graduates with the knowledge, skills, and experience to be successful in the emerging digital marketing communication field. The successful digital marketing communication practitioner today must be able to create and plan strategically aligned campaigns to achieve marketing goals, select the best digital marketing platforms for the target audience, and be able to craft the message or experience that resonates with the target audience across a wide array of communication media. A Digital Marketing Communications major understands that today's marketplace demands professionals who are proficient in marketing, technical, and creative skills.

Learning Outcomes

- Distinguish best practices in engaging customers through digital media
- Formulate digitally mediated integrated marketing communication strategies for companies
- Create impactful digital communication that enhances customer journeys
- Develop professional skills and relationships through industry experience

Major Requirements

MKT1450	Principles of Marketing
MKT2600	Consumer Behavior
MKT2710	Integrated Marketing Communications
MKT3620	Social Media Marketing
MKT3725	Digital Marketing
VDA2210	Digital Storytelling
VDA2613	Graphic Design I
COM2630	Writing for Media
COM3261	Interactive Media
COM3680	Communication Research
COM4899	Internship
MKTxxxx	Elective in Marketing at over the 2000 level or approved by the department
MKTxxxx	Elective in Marketing at over the 2000 level or approved by the department

Choose one from the following courses:

COM1410	Digital Photography
COM1212	Introduction to Video Production

Minor Requirements

COM2630	Writing for Media
MKT1450	Principles of Marketing
MKT2710	Integrated Marketing Communications
VDA2210	Digital Storytelling

Choose one from the following courses:

MKT3620	Social Media Marketing
MKT3725	Digital Marketing

Additionally, one from the following courses:

COM1410	Digital Photography
COM1212	Introduction to Video Production

VDA2613 Graphic Design I

Integrated Studies (BA)

The BA in Integrative Studies is a degree that provides maximum freedom for students who wish to take an interdisciplinary, individualized approach to the design on an academic program while maintaining a focus on career and professional goals. This program brings together interrelated disciplines in a comprehensive manner, enabling students to develop a meaningful understanding of the complex associations and influences between them. It is a program in which the student, in consultation with a faculty advisor, has the responsibility for the design of the program.

Learning Outcomes

- Students must work with faculty to develop learning outcomes and a plan of study, which must be approved by the dean of the school of BAS.

Major Requirements

18 credits in concentration area 1, at least 12 credits at the 3000- or 4000- level

18 credits in concentration area 2, at least 12 credits at the 3000- or 4000- level

AIC4800 Integrated Studies Capstone

No more than 2 courses used to satisfy the major requirements can also be used to satisfy general education requirements.

Students interested in this program must work with a faculty advisor to identify the focus of the program, including the two concentration areas and how they will be integrated. A concentration is completed in one of two ways: by completing an existing minor or by completing a set of courses to satisfy an identified area of interest.

International Studies (BA)

The International Studies program offers a major and a minor to students who desire an interdisciplinary preparation for careers that will demand a broad, yet in-depth knowledge, of world affairs, including an understanding of the economics, socio-cultural patterns, and historical heritages of societies around the globe. Graduates are prepared for an extensive range of careers in today's global community such as law, journalism, public affairs, or foreign service. International Studies is a foundation for a career in politics and non-governmental agencies, or for pursuing graduate studies in business, economics, history, law, or political science.

Learning Outcomes

The following are learning outcomes for successful completion of the international studies major:

- Demonstrate an interdisciplinary knowledge of world affairs
- Develop international cultural competencies, including empathy for cultural differences
- Acquire critical-thinking and communications skills
- Use their competencies to become good global citizens

Major Requirements

Modern foreign language study (American Sign Language not eligible) through at least the intermediate-level, is required, with a strong recommendation for eight semesters. May be waived at the discretion of the program chairperson if student demonstrates fluency in a second language.

POL1500	Comparative Politics
POL2410	International Relations
INS4800	International Studies Seminar (with chairperson's permission, repeatable once to replace a course in a specialization requirement)

Choose one of the following courses:

ECO1010	World Economic Geography
IBS1420	Diverse Cultures of the World

and one of the following courses:

ECO1401	Macroeconomics
IBS1400	Introduction to International Business

Additionally, one from the following courses:

HST1430	World History II (since 1400)
HST2690	Twentieth-Century Global History

Selection of a specialization consisting of at least four courses in one of the following areas (additional specializations and course substitutions possible subject to approval by program chairperson):

The International Economy

ECO2400	International Economics
ECO3250	Comparative Economic Systems
IBS1400	Introduction to International Business
IBS3410	International Marketing
IBS4430	International Organizations and Administration

POL3460	Nations and Corporations
	International Conflict and Diplomacy
HST2610/POL2610	European Integration
HST2690	Twentieth-Century Global History
HST3325/POL3325	The First World War
HST3327/POL3327	The Second World War
HST3401	The Cold War
HST3411	History of Warfare
POL3410	International Institutions
POL3412	Contemporary Problems in International Relations
POL3402	American Foreign Policy
POL3420	Principles of International Law and Diplomacy
	European Studies
HST2610/POL2610	European Integration
HST3325/POL3325	The First World War
HST3327/POL3327	The Second World War
HST3401	The Cold War
HST3402	Modern Germany
HST3661/POL3661	History of Political Thought II/Political Philosophy II

Any modern European language literature or literature in translation course

INS4800	International Studies Seminar (with chairperson's permission, repeatable once to replace a course in a specialization requirement)

INS4890 Study Abroad and INS4899 Internship also may be used with the chairperson's permission to fill a specialization requirement.

Minor Requirements

INS4800	International Studies Seminar
POL1500	Comparative Politics
POL2410	International Relations

Choose one from the following courses:

ECO1401	Macroeconomics
IBS1400	Introduction to International Business
	and one from the following courses:
ECO1010	World Economic Geography
IBS1420	Diverse Cultures of the World

Additionally, one from the following courses:

HST1430	World History II (since 1400)
HST2690	Twentieth-Century Global History

Liberal Arts (BA)

The Bachelor of Arts is conferred upon students who have satisfactorily completed a minimum of 120 semester hours of academic work. This program is designed to meet two major objectives: to provide students with a solid introduction to the liberal arts and to allow students (through judicious use of their electives) the flexibility to combine those studies with their vocational or avocational interests. This joining of diverse fields of study is at the heart of the traditional liberal arts curriculum, a curriculum which seeks to lead the student to develop a broad information background, an ability to make sense out of a complex world, and to articulate clearly and succinctly one's thoughts to others, both orally and in written form.

Learning Outcomes:

- Articulate concepts from a broad background of information in liberal arts
- Identify, describe, and analyze key concepts of human behavior, social influences and societal issues
- Compare and contrast key concepts in a complex world and identify interdependencies
- Articulate clearly and succinctly one's thoughts to others, both orally and in written form

Major Requirements

ENG1201	English Composition I
ENG1202	Analytical Writing
ENG2xxx	A 2000-level course in literature
ENG2213	Public Speaking
MIS1300	Business Analytics with Excel
Exploring Scientific World	Seven, ten or eleven (7, 10 or 11) credits. Minimum of one science with laboratory and one math from General Education Requirements.
Understanding Self and Others	Nine (9) credits from General Education Requirements, one from each category.
Exploring Interdisciplinarity	Six or nine (6 or 9) credits from General Education Requirements other than ENG1202 or ENG1602
Exploring the Arts and Humanities	Six (6) additional credits from General Education Requirements, one from each category other than ENG1201 or ENG1601
Developing Professional Readiness	Five or seven (5 or 7) credits in APEX 1 - 4
Concentration I*	Fifteen (15) credits from one liberal arts **subject matter**
Concentration II*	Fifteen (15) credits from one liberal arts **subject matter**
Electives	Minimum of 36 credits to reach 120 total

**Approved concentrations: English, history, mathematics, political science, psychology, sociology*

Liberal Studies (BA)

This is an interdisciplinary major designed primarily for students who desire a broad, multidisciplinary general education in the best tradition of the liberal arts and who wish to avoid the specialization of a major field. (Note: these requirements are for those students majoring in Liberal Studies only, not for those students majoring in both Liberal Studies and Education.)

Learning Outcomes:

- Students will demonstrate effective writing skills and distinguish between various uses of language, demonstrate critical thinking skills, and seek and evaluate the evidence that underlies claims.
- Students will demonstrate an awareness of how values and perspectives shift in cultures over time, and how they shift according to nationality, race ethnicity, religion, gender, sexual preference, age, social class, and ability grouping. They will also demonstrate an understanding of the relationships among language, knowledge, and power.
- Students will understand how various academic disciplines function together to facilitate understanding of culture and human nature.
- Students will demonstrate an ability to formulate a research question, and to locate, evaluate and synthesize sources. Students will demonstrate an ability to document sources in various and appropriate styles. Students will understand the unique developmental needs of middle and high-school students within the educational setting.
- Students will recognize the value of curriculum knowledge, prior planning, and assessment strategies within middle and high-school settings.
- Students will engage in exploration of pedagogy and best practice methods of education through direct experiences within diverse educational environments at the middle or high-school levels.
- Students will demonstrate an understanding regarding the importance of empirically based evidence in the field of education as the basis for the expansion of knowledge as a crucial foundation for dynamic and effective teaching.

Major Requirements

Three (3) literature courses, including:

One course in American literature:

ENG2430 Survey of American Literature
ENG3400 Major Authors in American Literature, 1492 - 1865
ENG3410 Major Authors in American Literature 1865 – Present

One course in Western literature:

ENG2410 Western World Literature I
ENG2420 Western World Literature II

Any third course in literature

Two (2) lab science courses, including:

One lab science course in the physical sciences (CHE or PHY)
One lab science course in the life sciences (BIO)

Three (3) courses meeting the general education requirements in Exploring the Arts and Humanities, in addition to ENG1201 and ENG1202 OR ENG1601 and ENG 1602.

Six (6) courses in Understanding Self and Others, including:

ECO1010	World Economic Geography (non-Education majors may substitute any economics course)
HST1420	World History I
HST1510 or 1520	One course in U.S. History
POL1400	Introduction to American Politics
PSY1200	Introduction to Psychology

One additional course meeting the General Education requirements in Understanding Self and Others.

MATxxxx	One Math Course (usually MAT 1200)

Liberal Studies majors (with the exception of those students who are majoring in both Liberal Studies and Education) must earn a minor in any of the traditional liberal arts fields in which the college offers advanced courses (biology, chemistry, economics, English, history, mathematics, philosophy, political science, psychology, sociology, or Spanish.) The student must take a minimum of five courses at the 2000- or 3000-level within his or her minor field. The student must also take two additional 3000-level courses in any of the traditional liberal-arts fields. These last two courses need not be in the same field as the student's minor.

Social Science (BA)

The Bachelor of Arts is conferred upon students who have satisfactorily completed a minimum of 120 semester hours of academic work. This program is designed to meet two major objectives: to provide students with a solid introduction to the social sciences and to allow students (through judicious use of their electives) the flexibility to combine those studies with their vocational or avocational interests. This joining of diverse fields of study is at the heart of the traditional liberal arts curriculum, a curriculum which seeks to lead the student to develop a broad information background, an ability to make sense out of a complex world, and to articulate clearly and succinctly one's thoughts to others, both orally and in written form.

Learning Outcomes:

- Articulate concepts from a broad background of information in liberal arts
- Identify, describe, and analyze key concepts of behavior, social influences and societal issues in the study of human sciences
- Compare and contrast key concepts in a complex world and identify interdependencies
- Articulate clearly and succinctly one's thoughts to others, both orally and in written form

Major Requirements

Students select three areas of concentration from the following areas: Economics, history, political science, psychology, sociology

Concentration I	Twelve (12) credits in selected social science
Concentration II	Twelve (12) credits in selected social science
Concentration III	Six (6) credits in selected social science

Sociology (BA)

Sociology is the study of society and social relationships. Sociology is a social science field of study that analyzes and explains important matters in our personal lives, our communities, and the world. A major and a minor in sociology is offered as preparation for graduate studies or for careers in applied sociology, public policy, business, social work, law, and teaching, among others. Course offerings include sociological foundations, as well as cultural anthropology and social work.

Learning Outcomes

- Students will explain the role of theory in sociology
    - Define theory and describe its role in building sociological knowledge
    - Compare and contrast theoretical orientations
    - Explain how theories reflect the historical context of times and cultures in which they were developed
    - Apply theories or theoretical orientations in at least one area of social reality
- Students will explain the role of evidence and qualitative/quantitative research methods
    - Identify basic methodological approaches and describe the general role of methods in building sociological knowledge
    - Compare and contrast the basic methodological approaches for gathering data;
    - Design a research study in an area of choice and explain why various decisions were made
    - Evaluates a published research report and explain how the study could have been improved
- Students will explain the role of social structure in society
    - Identify how institutions interlink in their effects on each other and on individuals
    - Summarize how social change factors affect social structures and individuals
    - Explain how social structures vary across time and place and the effect of such variations
    - Evaluate specific policy implications using reasoning about social structural effects
- Students will explain the role of internal diversity and inequality in American society
    - Describe social variations by race, class, gender and age in our society
    - Explain the processes through which prejudice and discrimination are created and perpetuated in society
    - Summarize the social factors that create and perpetuate inequality
    - Evaluate the impact of social inequality on social structures and on differences of individuals

Major Requirements

Students who major in sociology are required to take 12 courses (36 credits) in the field.

SOC1100 Introduction to Sociology

SOC1400 Social Problems
SOC2631 Sociological Research Methods*
SOC2800 Sociological Theory
SOC4896 Senior Capstone*****
SOC4899 Internship in Sociology**

Choose 6 elective courses in Sociology and/or Social Work:
SOC2400 Crime and Deviance***
SOC2410 Deviance and Social Control***
SOC2420 Sociology of Institutions
SOC2430 Sociology of Family
SOC2600 Class, Status and Power
SOC2621 Sociology of Aging
SOC2643 Sociology of Work
SOC2650 Sociology of Globalization
SOC3243 Race and Racism
SOC3280 Sociology of Popular Culture
SOC3430 Sociology of Religion
SOC3440 Sociology of Health****
SOC3630 Gender in Society
SOC3825 Special Topics in Sociology
SWK2000 Introduction to Behavioral Sciences for Human Services
SWK2010 Addiction and Substance Abuse Disorders
SWK2030 Drugs and Society
SWK2401 Introduction to Social Work
SWK3201 Social Case Work
SWK3300 Principles of Case Management
SWK3460 Social Work – Child Welfare

*May substitute SOC2631 with PSY3615, CRJ2350, or PCH4100 Research Methods
**May substitute SOC4899 with CRJ4979, PSY4899, PCH3066 if a double major in Criminal Justice, Psychology or Public Health
***May substitute SOC2400 or SOC2410 with CRJ 3842 Criminology
****May substitute SOC3440 with PCH 3200 Disparities in Health
*****May substitute for a sociology elective course if not offered

Minor Requirements

SOC1100 Introduction to Sociology
SOC1400 Social Problems
SOC2631 Sociological Research Methods
SOC2800 Sociological Theory
Plus two additional upper-level sociology courses

Theater Arts (BA)

The Theater Arts program offers a Bachelor of Arts degree and a minor in theater arts. The courses offered in the program give students the opportunity to work in the areas of performance, technical theater, theory, and history of theater. The program is focused on developing well-rounded artists that can work in a variety of areas in the competitive business of theater. The program produces two major productions each year and also offers internship and summer theater opportunities to students. The Theater Arts minor enables students to gain confidence, presence, poise, and a basic knowledge of theater arts. The goal of the theater program is to give students the opportunities, knowledge, and necessary credentials to compete in the highly competitive world of theater as artists and scholars.

Learning Outcomes:

- A theater major will be able to create a theatrical work through the demonstration of her/his individual and collaborative projects.
- A theater major will be able to write clearly and analytically about theoretical and practical aspects of theater.
- A theater major will have the ability to analyze at a theatrical script from the perspective of actor, designer, technician and director
- A theater major will participate in multiple aspects of the production process.
- A theater major will develop proficiency in at least one area of theater that will be the basis for his/her senior project.

Major Requirements

THR1400	Introduction to Theater
THR1420	Fundamentals of Acting
THR1430	Theater Workshop I (may be taken multiple times for 3 credits total)
THR2420	Styles of Acting
THR2430	Theater Workshop II (may be taken multiple times for 3 credits total)
THR2500	Scene Study
THR2600	Movement for the Actor
THR2610	Costume, Hair and Makeup Design, with laboratory
THR2620	Play Production, with laboratory
THR3200	Voice and Articulation
THR3210	Theater History I (Ancient Greeks – 1750)
THR3430	Theater Workshop III
THR3610	Theater History II (1750 – Present)
THR4810	Directing
THR4899	Theater Arts Internship (taken twice)

Plus a minimum of 12 credits from the following:

COM1212	Video Production
ENG3800	Shakespeare
MUS1010	American Musical Theater

MUS1030 Opera Appreciation
THR3620 Special Topics in Theater Arts
THR3820 Dramaturgy
THR3830 Stage Management

Minor Requirements

The Theater minor consists of 21 credit hours:

THR1400 Introduction to Theater
THR1420 Fundamentals of Acting
THR1430 Theater Workshop I (3 credits)

Choose one from the following courses:

THR2610 Costume, Hair and Makeup Design, with laboratory
THR2620 Play Production, with laboratory

Choose two from the following courses:

THR2420 Styles of Acting
THR2500 Scene Study
THR2600 Movement for the Actor
THR3200 Voice and Articulation
THR4610 Theater and Society

Visual and Digital Arts (BA)

The Visual and Digital Arts (VDA) major prepares students for creative careers in a wired world. Contemporary digital tools allow VDA majors to not only conceptualize and create content but also produce and publish multimedia visual communications projects. Along with developing these digital skills, students will engage in tactile art making experiences, as there is no substitute for what the hands can teach the brain about creativity. By choosing the Visual and Digital Arts major, students will come to see the world as artists and develop the ability to imagine what does not yet exist. The goal is not to "think outside of the box", but rather, to create the box itself. Many of the courses in the VDA program emphasize creative problem solving and invention and prepare students with an adaptable mindset. These students will be ready to embrace new employment opportunities that will surely emerge in the current climate of fast-paced workplace evolution.

Learning Outcomes

- Students will be able to demonstrate the technical fundamentals and best practices of using current and emerging technologies to solve creative problems within the field of visual communication.
- Students will be able to select the project appropriate technology and utilize principles and strategies of design to solve creative problems in multiple formats for multiple audiences.
- Students will gain practical experience in a professional setting.
- Students will showcase mastery of their chosen specific arts discipline and demonstrate superior project management.

Major Requirements

ART1000	History of Art
COM1212	Video Production
COM1281	Introduction to Mass Communication
COM1410	Digital Photography
COM2460	History of Photojournalism
MKT3510	Entrepreneurship and Opportunity
VDA1800	The Vital Basics: Drawing, Painting and Sculpture
VDA2210	Digital Storytelling
VDA2613	Graphic Design 1
VDA2640	Cultivating Creativity
VDA3613	Graphic Design 2
VDA3601	Art and Culture: A Global Look
VDA4695	Capstone Experience in Visual and Digital Arts
VDA4899	Internship in Visual and Digital Arts

Minor Requirements

The Visual and Digital Arts Minor consists of 18 credit hours.

COM1410	Digital Photography
VDA2210	Digital Storytelling
VDA2640	Cultivating Creativity

Choose three from the following courses:

ART1000	History of Art
COM1281	Introduction to Mass Communication

COM2411	Digital Photography II
COM2460	History of Photojournalism
VDA1800	The Vital Basics: Drawing, Painting and Sculpture
VDA2000	Business Know-how for the Entrepreneur
VDA2613	Graphic Design 1
VDA3601	Art and Culture: A Global Look

Bachelor of Science Degree Programs and Minors

Athletic Administration and Leadership (BS)

This is a 42-credit interdisciplinary program that prepares graduates for careers in athletic, leisure, and sports organizations or advanced study in sports administration. Students will learn about the governance organizations; develop essential administrative skills such as budgeting, scheduling, negotiation, and marketing; examine ethical, moral, and legal issues including those of equity and inclusion; develop professional communication skills and strategies; and gain foundational knowledge on coaching and mentoring others. Additionally, students will complete courses taught by athletic coaches and leaders that focus on the application of the theories and principles of prior coursework through case studies, personal experiences throughout their own careers, and group discussions. Finally, students gain practical, hands-on experience by completing two field-based experiences: a practicum completed with an appropriate AIC department and an internship with an off-campus organization.

Learning Outcomes

- Students will understand athletic governance and be able to navigate through their respective organizational structures and regulations.
- Students will develop athletic administration skills such as negotiation, budgeting, and marketing.
- Students will recognize and promote to advocate for all dimensions of diversity, equity, inclusion, and access in sports.
- Students will understand the principles of mentoring athletes and develop the foundational skillset needed to help others achieve their goals.
- Students will develop and apply professional communication skills and strategies.

Major Requirements

AAL1200	Health and Wellness for Athletes
AAL1400	Athletic Administration I
AAL2400	Athletic Administration II
AAL2800	Principles of Successful Coaching and Mentorship
AAL3200	Sports Advocacy, Accessibility and Equity
AAL4898	Practicum
AAL4899	Internship
COM1281	Introduction to Mass Communication
SRM1600	Introduction to Sport Industry
SRM2850	Public Relation and Sport Media

Choose three of the following 2-credit courses:

AAL1600	Team and Roster Management
AAL1610	Scheduling Logistics
AAL2600	Recruiting the College Athlete
AAL2610	Developing Relationships with External Stakeholders
AAL2620	Managing the Budget

AAL2630 Governance and Compliance

Choose 2 of the following courses (6 credits minimum):

BIO1120/21 Human Biology with Laboratory
COM1400 Introduction to Broadcasting
COM3410 Sports Writing
ENG2213 Public Speaking
EXS1000 Introduction to Exercise Science
PSY2408 Adolescent Psychology
SRM3203 Sports Psychology
SRM3211 Legal Issues in Sports and Recreation Management

Biology (BS)

Biology majors may focus their studies on one of the following areas: cell and molecular biology, ecology/environmental science, bio-medical (for pre-professional students), zoology, bio-education (for students interested in middle and secondary education), or general biology (a personalized program for students with unique interests).

Biology majors have pursued careers in such fields as teaching, wildlife conservation, environmental management, environmental consulting, biotechnology industry, research laboratories, laboratory management, environmental education, forensics, public health, allied health fields, museum/aquarium work and graduate school, as well as medicine, dentistry, podiatry, veterinary medicine, and optometry.

Learning Outcomes

- Students will demonstrate familiarity with the knowledge base comprising the field of biology
- Students will become familiar with the process of scientific inquiry
- Students will be able to effectively communicate scientific findings

Major Requirements

All biology majors must complete the following required biology core of courses that include:

BIO1400 Biology I, with laboratory
BIO1500 Biology II, with laboratory
BIO2400 Comparative Vertebrate Anatomy, with laboratory
BIO3440 Ecology, with laboratory
BIO3450 Genetics, with laboratory
BIO4350 Evolution
BIO4803 Senior Seminar in Biology
and one of the following courses:
BIO2430 Microbiology, with laboratory
BIO3400 Cell Biology, with laboratory

All biology majors must complete a minimum of 12 elective credits in biology courses at or above the 3000 level in addition to the required biology core. CHE4200 with laboratory, CHE4300 with laboratory, may be accepted as elective courses in biology. No more than one semester of BIO4698, 4798, 4833, or 4834 may be counted towards satisfying the requirements of the biology major.

All biology majors must also complete the required core in allied fields:
CHE1600 General Chemistry I, with review and laboratory
CHE1700 General Chemistry II, with review and laboratory
CHE2400 Organic Chemistry I, with laboratory
CHE2500 Organic Chemistry II, with laboratory
PHY1600 General Physics I, with review and laboratory
PHY1800 General Physics II, with review and laboratory
MAT2004 Biostatistics
Additionally, all biology majors must complete two of the following courses:

MAT1840 College Algebra and Trigonometry
MAT2400 Calculus I
MAT2500 Calculus II, with laboratory

By appropriate selection of electives, students may focus their studies on any of the following areas.

- Bio-Education (see education department information for professional
  requirements for teacher education)
- Biomedical (for students interested in medical professions)
- Cell and Molecular Biology
- Ecology/Environmental Science
- General Biology
- Zoology

Minor Requirements

BIO1400 Biology I, with laboratory
BIO1500 Biology II, with laboratory
BIO2400 Comparative Vertebrate Anatomy, with laboratory
BIO2430 Microbiology, with laboratory
BIO3440 Ecology, with laboratory
BIO3xxx 3000-level Biology elective with laboratory, as required

Criminal Justice (BS)

The major in criminal justice is designed to provide students with a solid understanding of the intricacy and utility of the American criminal justice system. Strong emphasis is placed on examining the components of law enforcement, court system, and corrections as part of the wider sociopolitical system that exercises social control, as well as providing a wide range of human services. It is the intent of the major to provide to the system graduates who possess the potential for leadership and positive change.

Learning Outcomes

- To understand the responsibilities of the major components of the system in order to appreciate the role of criminal justice in our democratic society.
- To understand the basic ingredients associated with the studies of crime and its control.
- To understand the limits our constitutional democracy places on practitioners by the study of professional, ethical and legal issues in the system.
- To display the ability to communicate effectively in written form.
- To display the ability to communicate effectively in oral form.
- To develop information and digital literacy.
- To think critically by researching, analyzing, and interpreting studies, case law, statutes, and constitutional provisions that protect the rights of citizens.
- To appreciate the developments in the criminal justice that respect diversity, promote tolerance, and incorporate the principles of equality, fairness and the protection of rights of all citizens.

Major Requirements

CRJ1400	Introduction to the Criminal Justice System
CRJ2224	Corrections
CRJ2302	Statistics
CRJ2322	Law Enforcement
CRJ2350*	Criminal Justice Research
CRJ2426	Probation and Parole
CRJ2451	Legal Aspects of the Criminal Justice System
CRJ3240	Criminal Procedures
CRJ3441	Criminal Law
CRJ3636	Community Relations and the Criminal Justice System
CRJ3641	Comparative Criminal Justice System
CRJ3842**	Criminology
CRJ3844	Ethics in Criminal Justice
CRJ4860	Senior Seminar
CRJ4979***	Criminal Justice Practicum

Plus one of the following:

BUS1407	Business Communications
ENG2280	Professional and Technical Writing

**may substitute PSY3615, Experimental Psychology or SOC 2631 Sociological Research Methods.*

*** may substitute SOC2400 Crime and Delinquency or SOC2410 Deviance and Social Control*

****students must enroll for a minimum of 3 credits. This course may be taken in more than one semester for additional credit up to a total of 9 credits.*

Minor Requirements

CRJ1400	Introduction to the Criminal Justice System
CRJ2224	Corrections
CRJ2322	Law Enforcement
CRJ3842	Criminology

Choose one from the following courses:

CRJ2426	Probation and Parole
CRJ2451	Legal Aspects of the Criminal Justice System
CRJ elective	Choose a CRJ elective selected with the advisor.

Human Biology (BS)

The human biology major is intended to prepare students for graduate studies and careers in the health sciences, such as physician assistant, medical technology, cytotechnology, health administration, hematology, radiological technology, respiratory therapy, pharmacy, etc. Each of these programs has specific and slightly varied entrance requirements that should be investigated and satisfied by the student.

Learning Outcomes

- Students will demonstrate familiarity with the knowledge base comprising the field of biology, with a focus on human structure and function
- Students will become familiar with the process of scientific inquiry
- Students will be able to effectively communicate scientific findings

Major Requirements

BIO1200	Human Anatomy and Physiology I, with laboratory
BIO1210	Human Anatomy and Physiology II, with laboratory
BIO1400	Biology I, with laboratory
BIO2200	Pathophysiology
BIO4350	Evolution
BIO4804	Senior Seminar in Human Biology

Choose one from the following courses:

BIO1300	Principles of Microbiology, with laboratory
BIO2430	Microbiology, with laboratory

And one from the following courses:

BIO2400	Comparative Vertebrate Anatomy, with laboratory
BIO2410	Animal Histology, with laboratory

Plus a minimum of 12 semester hours of elective credits from the following:

BIO2400	Comparative Vertebrate Anatomy, with laboratory
BIO2410	Animal Histology, with laboratory
BIO3200	Human Functional Anatomy
BIO3400	Cell Biology, with laboratory
BIO3410	Immunology, with laboratory
BIO3420	Comparative Embryology, with laboratory
BIO3430	Animal Physiology, with laboratory
BIO3450	Genetics, with laboratory
BIO3470	Virulence in Microbial Pathogens, with Laboratory
BIO4030	Molecular Biology, with laboratory
BIO4210	Mammalogy, with laboratory
CHE4200	Biochemistry I, with laboratory
CHE4300	Biochemistry II, with laboratory

Other 2000/3000-level biology courses may be accepted at the discretion of the advisor or Division Chair.

Plus one of the following courses:

CHE4200 Biochemistry I, with laboratory
CHE4300 Biochemistry II, with laboratory
MAT2004 Biostatistics

All human biology majors must also complete the required core in allied fields:

CHE1600 General Chemistry I, with review and laboratory
CHE1700 General Chemistry II, with review and laboratory
CHE2400 Organic Chemistry I, with laboratory
CHE2500 Organic Chemistry II, with laboratory
PHY1600 General Physics I, with review and laboratory
PHY1800 General Physics II, with review and laboratory

Additionally, all human biology majors must complete two of the following courses:

MAT1840 College Algebra and Trigonometry
MAT2400 Calculus I
MAT2500 Calculus II, with laboratory

Minor requirements

BIO1400 Biology I, with laboratory
BIO1200 Human Anatomy and Physiology I, with laboratory
BIO1210 Human Anatomy and Physiology II, with laboratory

Plus a minimum of 11 credits of Biology courses at the 2000-3000 level that satisfy the Human Biology major and include at least two courses with a laboratory component.

Interdisciplinary Science (BS)

The bachelor's degree in interdisciplinary science offers a student the opportunity to design an individualized, multidisciplinary degree program with a solid foundation in the natural sciences. A distribution of upper-division electives may include courses in biochemistry, biology, chemistry, mathematics, and physics.

Learning Outcomes

- Students will demonstrate familiarity with the knowledge base comprising their chosen field of science
- Students will be able to effectively communicate scientific findings
- Students will demonstrate familiarity with research skills used in scientific investigation

Major Requirements

BIO1400 Biology I, with laboratory
BIO1500 Biology II, with laboratory
CHE1600 General Chemistry I, with review and laboratory
CHE1700 General Chemistry II, with review and laboratory
CHE2400 Organic Chemistry I, with laboratory
CHE2500 Organic Chemistry II, with laboratory
PHY1600 General Physics I, with review and laboratory
PHY1800 General Physics II, with review and laboratory
MAT2004 Biostatistics

Choose one from the following courses:
BIO1300 Principles of Microbiology, with laboratory
BIO2430 Microbiology, with laboratory

And one from the following courses:
BIO2400 Comparative Vertebrate Anatomy, with laboratory
BIO2410 Animal Histology, with laboratory
BIO3440 Ecology, with laboratory

Plus one from the following courses:
BIO4803 Senior Seminar in Biology
CHE4840 Senior Seminar in Chemistry

Additionally, all interdisciplinary science majors must complete two of the following:
MAT1840 College Algebra and Trigonometry
MAT2400 Calculus I
MAT2500 Calculus II, with laboratory

Plus a minimum of 15 credit hours in courses from the following: BIO1200, BIO1210, any 2000 or higher level in biology, chemistry, or mathematics, with the exception of courses specified by each department.

Media Communication Studies (BS)

The Media Communication Studies major focuses on the technical and practical skills related to this evolving field. This major prepares students for a variety of careers in media and allied fields in which knowledge of and skills in mediated communications are an integral part of the professional activity. This major offers students the opportunity to pursue a range of theoretical and practical courses. Career options include, but are not limited to: web-based communication (journalism, broadcasting), graphic and web design, and digital communication. This major simultaneously provides students with the fundamentals of the Communication discipline. Ultimately, a Media and Communications graduate understands the fundamentals of multi-platform communication creation, production, and distribution.

Learning Outcomes

- Understand and apply historical and theoretical frameworks of communication
- Create ethical and responsible media
- Know and operate various media technologies
- Be visually literate
- Gain practical experience in an industry media outlet

Major Requirements

ART1000 History of Art
COM1212 Introduction to Video Production
COM1281 Intro to Mass Communication
COM1410 Digital Photography 1
COM2630 Writing for Media
COM3261 Interactive Media
COM3830 Digital Media
COM3680 Communication Research
VDA2613 Graphic Design 1
VDA3613 Graphic Design 2
COM4899 Internship

Choose one from:
COM1400 Introduction to Broadcasting
COM2401 Radio Programming and Production

Plus two electives in either COM or VDA at the 2000-level or higher.

Minor Requirements

COM1212 Introduction to Video Production
COM1281 Introduction to Mass Communication
COM1410 Digital Photography 1
VDA2613 Graphic Design 1

Plus at least two elective courses in Communication or Visual and Digital Arts.

Psychology (BS)

Psychology majors are well-educated in the liberal arts tradition, exhibit enthusiasm for learning, and are responsive to community needs. Students develop an awareness of ways of viewing, analyzing, measuring, and changing human behavior. Within this context, students learn to design, analyze, and interpret research; sharpen oral and written communication skills; think critically; solve problems; and enhance interpersonal skills. These skills help prepare the Psychology major for careers in human services, teaching, business, and personnel. The Psychology major also provides preparation for successful pursuit of graduate studies leading to careers in professional psychology.

Learning Outcomes

- Knowledge base in Psychology
- Scientific Inquiry and Critical Thinking
- Ethical and Social Responsibility in a Diverse World
- Communication
- Professional Development

Major Requirements

PHIxxx	Any Philosophy course (may also meet a General Education requirement)
PSY1200	Introduction to Psychology
PSY2302	Statistics
PSY2600	Foundations in Psychology
PSY2617	Cognitive Psychology
PSY2820	Advanced Statistics
PSY2821	Advanced Statistics Lab
PSY3422	Physiological Psychology
PSY3615	Experimental Psychology
PSY4830	History and Systems in Psychology
PSY4899*	Psychology Practicum

Plus two additional psychology courses (six credits) selected with the advisor

* A practicum completed in another department, which has an acceptable psychological component, may be used to fulfill this requirement. Students completing a double major only need to complete one Practicum experience.

Minor Requirements

To minor in Psychology, a student must complete 18 credits of psychology. PSY2302 Statistics will not count towards the minor.
A student must take PSY1200 Introduction to Psychology, one course from each of the following three areas, and two additional courses, chosen in consultation with the advisor.

Applied

PSY2414	Human Sexuality
PSY2610	Health Psychology
PSY2620	Educational Psychology
PSY3000	Psychology of Industry
PSY3600	Abnormal Psychology

PSY3612	Personality
	Theoretical
PSY2617	Cognitive Psychology
PSY2820	Advanced Statistics
PSY2821	Advanced Stats Lab
PSY3422	Physiological Psychology
PSY3607	Social Psychology
PSY3609	Social Influence
PSY4254	Topics in Psychology
	Developmental
PSY2408	Adolescent Psychology
PSY2410	Psychology of Aging
PSY2420	Psychology of Death and Dying
PSY2450	Developmental Psychology

Bachelor of Science in Business Administration Degrees and Minors

Accounting (BSBA)

Our rigorous program stresses accounting theory and fundamentals, balanced by practical applications provided by a seasoned CPA staff. Our students will be prepared to use accounting and financial information to plan, control, and manage an organization's resources.

Learning Outcomes

- Students will be able to apply Generally Accepted Accounting Principles.
- Students will be able to apply Generally Accepted Auditing Standards.
- Students will be able to apply basic concepts and theories of U.S. tax law.
- Students will be able to apply basic theories and concepts gained in the functional areas of cost and managerial accounting.
- Students will be able to apply the basic theories and concepts of business.

Common Professional Component Requirements

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
BUS3000	Business Law
ECO1401	Macroeconomics
ECO1402	Microeconomics
FIN2003	Managerial Finance
MAT1430	Foundations of Statistics
MGT1400	Principles of Management
MIS1300	Business Analytics with Excel
MKT1450	Principles of Marketing
MGT4800	Senior Policy Seminar

Major Requirements

ACC2401	Intermediate Accounting I, with laboratory
ACC2601	Intermediate Accounting II, with laboratory
ACC3402	Auditing
ACC3411	Cost Accounting
ACC3422	Advanced Accounting I
ACC3431	Advanced Accounting II
ACC3440	Federal Income Taxation
ACC3611	Advanced Federal Taxation
ACC4875	Accounting Capstone
FIN3xxx	3000-level Finance Elective
MAT2030	Statistical Analysis for Business Decisions

Minor Requirements

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
ACC2401	Intermediate Accounting I, with laboratory
ACC2601	Intermediate Accounting II, with laboratory
ACC3411	Cost Accounting

And one from the following courses:

ACC3402 Auditing
ACC3422 Advanced Accounting I
ACC3431 Advanced Accounting II
ACC3440 Federal Income Taxation

Economics and Finance (BSBA)

This program of study gives students a thorough grounding in the workings of the modern economy through study of economic theory – micro and macro – and specific topics in economic analysis including public finance, labor economics, and the science of business decision making. It covers all of the key topics in modern finance and applies them to investment strategy, corporate resource allocation, the financial markets, and international finance. Students receive a thorough grounding in the techniques of financial and economic analysis with a focus on optimal use of resources in both the public and private sectors.

Learning Outcomes

- Students will be able to apply basic theories and concepts of business.
- Students will be able to apply the global context of finance and economics: financial markets, firm structure and performance measures, money and banking, and the economics of decision making.
- Students will be able to apply the tools of economic and financial analysis to understand the root cause of business problems and formulate workable solutions.
- Students will be able to apply technical skills – spreadsheets, ratio analysis, return on investment, and statistical tools – to evaluate economic and financial information.

Common Professional Component Requirements

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
BUS3000	Business Law
ECO1401	Macroeconomics
ECO1402	Microeconomics
FIN2003	Managerial Finance
MAT1430	Foundations of Statistics
MGT1400	Principles of Management
MIS1300	Business Analytics with Excel
MKT1450	Principles of Marketing
MGT4800	Senior Policy Seminar

Major Requirements

ECO2210	Labor Economics
ECO4200	Economics of Managerial Decisions
FIN3202	Investments
FIN3240	Money and Banking
FIN3800	Advanced Managerial Finance
FIN3840	Public Finance
FINxxx	Finance Elective
MAT1260	Finite Mathematics II
MAT2030	Statistical Analysis for Business Decisions
MGT2400	Organizational Behavior

Minor Requirements

ECO1401 Macroeconomics
ECO1402 Microeconomics
FIN2003 Managerial Finance
Choose two from the following courses:
ECO3810 Public Finance
ECO4200 Economics of Managerial Decisions
FIN3202 Investments
FIN3240 Money and Banking
And one from the following courses:
ECO2400 International Economics
ECO3320 Important Economists and Their Contributions
FIN3200 Principles of Insurance
FIN3210 Spreadsheet Applications and Financial Modeling
FIN3800 Advanced Managerial Finance
FIN4010 Commercial Banking

General Business (BSBA)

The General Business major prepares students to be leaders with general management responsibilities. These students develop new skills, adopt a business-wide perspective, and are suited to become effective strategists, organization builders, and leaders beyond a narrow area of expertise. AIC graduates with a General Business major will possess a varied arsenal of business tools with which to compete, thrive, adapt and communicate.

Learning Outcomes

- Students will be able to apply the basic concepts and theories of business.
- Students will be able to apply and present business decisions using appropriate business tools and software.

Common Professional Component Requirements

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
BUS3000	Business Law
ECO1401	Macroeconomics
ECO1402	Microeconomics
FIN2003	Managerial Finance
MAT1430	Foundations of Statistics
MGT1400	Principles of Management
MIS1300	Business Analytics with Excel
MKT1450	Principles of Marketing
MGT4800	Senior Policy Seminar

Major Requirements

MGT2400	Organizational Behavior
MGT3661	Project Management

And a minimum of 24 credits of coursework using one of the following options:

- 3000-level or higher business courses
- A combination of a completed minor in any field, other than management, and 3000-level or higher business courses

Minor Requirements

(Enrollment in General Business Minor Limited to Non-Business Majors)

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
ECO1402	Microeconomics
FIN2003	Managerial Finance
MGT1400	Principles of Management
MKT1450	Principles of Marketing

Healthcare Management (BSBA)

This course of study prepares students to work as managers within a wide variety of healthcare settings, including hospitals, medical practices, extended care facilities, insurance companies, and government agencies. Building on a foundation of general business courses and techniques, it introduces students to healthcare ethics, finance, law, marketing, information systems, and human resources; and explores the relationship of all of these to the role of governments and third party providers who represent the major source of funding in healthcare. Students are exposed to practical management situations as well as to theories and analytical techniques that are essential to effective problem solving within the American healthcare system.

Learning Outcomes

- Students will be able to apply the basic concepts and theories of business.
- Students will be able to explain the structure of the healthcare system in the United States and the role of key stakeholders.
- Students will be able to analyze the unique economic and financial models of the healthcare industry and apply these to improving organizational performance.
- Students will be able to compare and contrast specific human resource management principles within various healthcare organization systems.
- Students will be able to assess the use of health information technology (HIT) within a range of healthcare organizations
- Students will be able to interpret healthcare laws and policies and their impact on healthcare costs and level of care.
- Students will be able to prepare marketing plans appropriate to healthcare organizations

Common Professional Component Requirements

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
BUS3000	Business Law
ECO1401	Macroeconomics
ECO1402	Microeconomics
FIN2003	Managerial Finance
MAT1430	Foundations of Statistics
MGT1400	Principles of Management
MIS1300	Business Analytics with Excel
MKT1450	Principles of Marketing
MGT4800	Senior Policy Seminar

Major Requirements

HCM2200	American Healthcare System
HCM2610	Healthcare Management
HCM2620	Healthcare Marketing
HCM3230	Ethical and Legal Issues in Healthcare
HCM3440	Managing Healthcare Information
HCM4240	Healthcare Economics and Finance

BUS4899 Business Internship
MGT3202 Leadership
MGT3213 Human Resource Management
MGT3661 Project Management

Minor Requirements

Choose five of the following:

MGT1400 Principles of Management
HCM2200 American Healthcare System
HCM2610 Healthcare Management
HCM2620 Healthcare Marketing
HCM3230 Ethical and Legal Issues in Healthcare
HCM4240 Healthcare Economics and Finance

Choose one of the following courses:

MGT3202 Leadership
MGT3213 Human Resource Management
MGT3661 Project Management

International Business (BSBA)

Students are provided with a solid foundation in international business principles and concepts that will prepare them for leadership positions in a dynamic and challenging global world. Students will acquire the professional and personal skills not only to succeed in their international business career but also to think creatively, critically, and ethically. Students will learn the importance of working effectively with team members, and will develop social awareness and individual responsibility to actively participate in society.

Learning Outcomes

- Students will be able to apply the basic concepts and theories of business.
- Students will be able to develop a corporate strategy to take their business international.
- Students will be able to identify the international objectives for a firm.
- Students will be able to analyze the environmental forces to determine the best country to enter.
- Students will be able to select the best business model for entering the appropriate country.
- Students will have the knowledge and skill to operate a firm successfully in a foreign country on a day to day basis.

Common Professional Component Requirements

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
BUS3000	Business Law
ECO1401	Macroeconomics
ECO1402	Microeconomics
FIN2003	Managerial Finance
MAT1430	Foundations of Statistics
MGT1400	Principles of Management
MIS1300	Business Analytics with Excel
MKT1450	Principles of Marketing
MGT4800	Senior Policy Seminar

Major Requirements

IBS1400	Introduction to International Business
IBS1420	Diverse Cultures of the World
IBS2650	International Human Resource Management
IBS3400	International Economics
IBS3410	International Marketing
IBS3620	Management of Import/Export Business
IBS3820	Global Supply Chain Management and International Negotiations

Choose two of the following courses:

IBS4430	International Organization and Administration
IBS4889	International Business Capstone Course
BUS4899	Business Internship (note: may be repeated up to 3 times)

and one of the following courses:

MGT3201 Business and Society
MGT3202 Leadership

Minor Requirements

IBS1400 Introduction to International Business
IBS1420 Diverse Cultures of the World

Choose four from the following courses:

IBS2650 International Human Resource Management
IBS3400 International Economics
IBS3410 International Marketing
IBS3620 Management of Export/Import Business
IBS3820 Global Supply Chain Management and International Negotiations
IBS4430 International Organization and Administration
IBS4889 International Business Capstone Course

Management (BSBA)

The Management major offers courses in general business and in specific disciplines – human resource management, operations management, and organizational behavior – along with courses in business ethics and leadership. All courses stress business fundamentals, technology agility, leadership, teamwork, and opportunity recognition in a dynamic, global marketplace. All learning seeks to develop an appreciation of the need to improve organizational effectiveness through applications of management technique and theory.

Learning Outcomes

- Students will be able to apply the basic concepts and theories of business.
- Students will be able to apply the basic concepts and theories of leadership and motivation.
- Students will be able to apply the basic concepts and theories of professional behavior, social responsibility and ethics.
- Students will be able to apply the basic concepts of human resource management.
- Students will be able to apply basic business tools and software.

Common Professional Component Requirements

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
BUS3000	Business Law
ECO1401	Macroeconomics
ECO1402	Microeconomics
FIN2003	Managerial Finance
MAT1430	Foundations of Statistics
MGT1400	Principles of Management
MIS1300	Business Analytics with Excel
MKT1450	Principles of Marketing
MGT4800	Senior Policy Seminar

Major Requirements

ECO2210	Labor Economics
ECO4200	Economics of Managerial Decisions
IBS3820	Global Supply Chain and International Negotiations
MGT2400	Organizational Behavior
MGT3201	Business and Society
MGT3202	Leadership
MGT3213	Human Resource Management
MGT3661	Project Management

Plus 6 credits of business electives at the 3000 level or higher

Minor Requirements

MGT1400	Principles of Management
MGT2400	Organizational Behavior

Choose three from the following courses:

MGT3200	Labor and Industrial Relations

MGT3201	Business and Society
MKT3510	Entrepreneurship and Opportunity
MGT3213	Human Resource Management
BUS4899	Internship

And one from the following courses:

MGT3202	Leadership
MGT3661	Project Management

Marketing (BSBA)

Students are provided with substantial learning experiences in order to establish a career in marketing. Learning will take place inside and outside the classroom, and also includes a required internship. The student will learn to apply current marketing theory and practice, develop effective communication skills, conduct market analysis, and use appropriate technology. The program's flexibility enables students to focus their studies in areas such as sports marketing, entrepreneurship, international business, marketing research, sales, and marketing communications

Learning Outcomes

- Students will be able to apply the basic concepts and theories of business.
- Students will be able to apply professional skills and qualities appropriate to a work setting.
- Students will be able to apply theories and concepts of marketing management.
- Students will be able to apply theories and concepts of consumer behavior.
- Students will be able to apply theories and concepts of strategic marketing.

Common Professional Component Requirements

ACC1201 Financial Accounting
ACC2210 Managerial Accounting
BUS3000 Business Law
ECO1401 Macroeconomics
ECO1402 Microeconomics
FIN2003 Managerial Finance
MAT1430 Foundations of Statistics
MGT1400 Principles of Management
MIS1300 Business Analytics with Excel
MKT1450 Principles of Marketing
MGT4800 Senior Policy Seminar

Major Requirements

MKT2600 Consumer Behavior
MKT2610 Distribution Strategies
MKT2700 Brand and Price Strategies
MKT2710 Integrated Marketing Communications
MKT4810 Strategic Marketing
BUS4899 Internship
Plus 15 credits of any 3000-level or higher marketing course or other electives approved by the marketing department.

Minor Requirements

MKT1450 Principles of Marketing

Choose two from the following courses:
MKT2600 Consumer Behavior
MKT2610 Distribution Strategies
MKT2700 Brand and Price Strategies
MKT2710 Integrated Marketing Communications

MKT4810 Strategic Marketing

Choose three from the following courses:

MKT2600 Consumer Behavior
MKT2610 Distribution Strategies
MKT2700 Brand and Price Strategies
MKT2710 Integrated Marketing Communications
MKT3400 Professional Sales Development
MKT3500 Advertising
MKT3510 Entrepreneurship and Opportunity
MKT3550 Entrepreneurship Management
MKT3600 Marketing Research
MKT3620 Social Media and Digital Marketing
MKT4694 Directed Study
MKT4810 Strategic Marketing
BUS4899 Internship
HCM2620 Healthcare Marketing
IBS3410 International Marketing
SRM3210 Sports Marketing

Sports and Recreation Management (BSBA)

This course of study applies management theory and business concepts to the challenges facing organizations dedicated to the sports entertainment and recreation industry. These areas include, but are not limited to, marketing, communication and public relations, legal issues, economics and finance, business operations for sport and recreation organizations. Students also gain on-the-job experience with a sports organization through internships that are arranged with a variety of sport organizations, including public and private facilities, professional sports, intercollegiate athletics, youth and community sport, sport management and marketing agencies, and sporting goods industry.

Learning Outcomes

- Students will be able to apply basic concepts and theories of business as applied to the sports and recreation industry.
- Students will be able to research and present decisions using appropriate business tools and software.
- Students will be able to apply professional skills and qualities appropriate to a work setting.

Common Professional Component Requirements

ACC1201	Financial Accounting
ACC2210	Managerial Accounting
BUS3000	Business Law
ECO1401	Macroeconomics
ECO1402	Microeconomics
FIN2003	Managerial Finance
MAT1430	Foundations of Statistics
MGT1400	Principles of Management
MIS1300	Business Analytics with Excel
MKT1450	Principles of Marketing
MGT4800	Senior Policy Seminar

Major Requirements

MGT3213	Human Resource Management
SRM1600	Introduction to Sport Industry
SRM2600	Event and Facility Management
SRM3210	Sports Marketing
SRM3212	International Aspects of Sports Management
SRM3401	Sports Finance and Economics
SRM4090	Current Issues in Sports Management
BUS4899	Business Internship

Choose three from the following courses:

SRM2801	Sporting Goods Industry
SRM2850	Public Relation and Sport Media
SRM3203	Sports Psychology
SRM3211	Legal Issues in Sports and Recreation Management

Minor Requirements

SRM1600 Introduction to Sport Industry
SRM2600 Event and Facility Management

Choose one of the following courses
MGT1400 Principles of Management
MKT1450 Principles of Marketing

Choose three from the following courses:
MGT3213 Human Resource Management
SRM2801 The Sporting Goods Industry
SRM2850 Public Relation and Sport Media
SRM3203 Sports Psychology
SRM3210 Sports Marketing
SRM3211 Legal Issues in Sports and Recreational Management
SRM3212 International Aspects of Sports Management
SRM3401 Sports Finance and Economics
SRM4090 Current Issues in Sport Management
BUS4899 Business Internship

Additional Minors

Minor requirements are listed with major requirements whenever possible. The following minors have no corresponding majors:

Advocacy for Social Change (Minor only)

Advocacy for Social Change applies knowledge to the resolution of the most important social ills of our time or those resulting in injustice. Students will gain an understanding of the historical, political and social underpinnings of contemporary problems of injustice, including those based on race, class, gender and sexual orientation. Via the study of past and contemporary social movements and political accomplishments, students will learn to appreciate the ability of people, individually and collectively, to bring about meaningful change. The minor will begin to develop the practical skills necessary to become agents of change as students will complete an internship or culminating project that engages in social advocacy. This minor will appeal to all majors who seek to understand and address injustice, and will cultivate specific skills useful in a diverse array of careers, including but not limited to victim advocacy, health care advocacy, public policy, environmental preservation, and social services.

Requirements

POL1400	Introduction to American Politics
SOC1400	Social Problems
SOC4899	Internship in Sociology

Choose one from the following courses:

BUS1407	Business Communications
COM1281	Introduction to Mass Communication
COM2630	Writing for Media
ENG2213	Public Speaking
MKT1450	Principles of Marketing
SWK2401	Introduction to Social Work
VDA2614	Graphic Design I

Choose two from the following courses:*

CRJ3530	Victims and Witnesses in the Criminal Justice System
CRJ3636	Community Relations and the Criminal Justice System
CRJ3844	Ethics in Criminal Justice
COM3201	Public Relations
HST3413	The American Radical Tradition
MKT3620	Social Media Marketing
POL2500	American National Elections
POL2520	Politics, Media and Pressure Groups
POL2630	Civil Liberties
PCH3031	Public Health Policy
PCH3632	Program Planning and Evaluation
PSY3609	Social Influence
SOC2420	Sociology of American Institutions
SOC3825	Special Topics in Sociology: Social Movements

SWK3201 Social Case Work

*Courses must be selected from two different departments

African American Studies (Minor only)

African American Studies is a minor for students who wish to gain greater knowledge of the history and culture of African Americans in the United States, Caribbean, and Latin America. The program is interdisciplinary in nature and includes some courses in history, literature, political science, sociology, and the arts, among others. Students with any major may complete an African American Studies minor by fulfilling the necessary requirements.

Requirements

HST1600 Intro to African American Studies
ENG2520 African American Literature
HST3440 African American History to 1877: From Slavery to Freedom

Elective courses (9). Take three courses from the following list. Please note that the other courses might be substituted for those listed with the permission of the program advisor.

HST3441 African American History Since 1877: Reconstruction to Present
HST3413 American Radical Tradition
POL2630 Civil Liberties
SOC3243 Race and Racism
MUS1020 Jazz, Its Evolution and Impact

American Studies (Minor only)

An American Studies minor offers students an inter-disciplinary and in-depth study of American society, including its economics, socio-cultural patterns, political traditions, literature, popular culture, and historical heritage. Students are able to shape their own curriculum to focus on the areas of most relevance to them. For students interested in an extensive range of careers, including social work, law, journalism, and education, and/or graduate study in law, history, political science or literature, this minor provides an excellent preparation via its exposure to the many diverse aspects of American society.

Requirements

AMS1100 Introduction to American Studies

*Take **two** of the following courses (not from the same discipline):*

ENG3400 Major Authors in American Literature 1492-1865
ENG3410 Major Authors in American Literature 1865-Present
HST1510 United States History to 1877
HST1520 United States History since 1877
MUS1010 American Musical Theater
POL1400 Introduction to American Politics
SOC1100 Introduction to Sociology

*Take **three** of the following courses (from at least two different disciplines):*

HST3100	Coming to America: Immigration and Ethnicity in American History
HST3413	American Radical Tradition
HST3440	From Slavery to Freedom: African American History to 1877
HST3500	Supreme Court in American History
ENG2520	African-American Literature
ENG3200	Topics in Literature (if an American theme)
ENG3400	Major Authors in American Literature 1492-1865 (if not taken above)
ENG3410	Major Authors in American Literature 1865-Present (if not taken above)
POL2500	American National Elections
POL2520	Politics, Media and Pressure Groups
POL2620	Public Law
POL2630	Civil Liberties
POL3402	American Foreign Policy
POL3700	American Political Thought
SOC2420	Sociology of American Institutions
SOC2600	Class, Status and Power
SOC3243	Race and Racism

Biochemistry (Minor only)

The Biochemistry minor introduces students to the molecular structure and chemical processes of biological organisms.

Requirements

CHE1600	General Chemistry I, with laboratory and review
CHE1700	General Chemistry II, with laboratory and review
CHE2400	Organic Chemistry I, with laboratory
CHE2500	Organic Chemistry II, with laboratory
CHE4200	Biochemistry I
CHE4300	Biochemistry II

Chemistry (Minor only)

The Chemistry minor provides students with an understanding of the basic nature and behavior of the matter and energy comprising the universe.

Requirements

CHE1600	General Chemistry I, with laboratory and review
CHE1700	General Chemistry II, with laboratory and review

Plus 12 credits from 2000-level chemistry courses that satisfy the chemistry major and include at least two credits of laboratory.

English (Minor only

The minor in English offers undergraduate students a thorough grounding in American, British, and World literature as well as instruction in critical thinking and textual analysis. English minors will receive training in advanced methods of technical, academic, and creative writing to enable them to compete and succeed in the modern job market. The English minor also provides valuable preparation for those wishing to become educators.

Requirements

ENG2410	Western World Literature I
ENG3800	Shakespeare
ENG3xxx	One 3000-level course in American literature
ENG3xxx	One 3000-level course in British literature
ENG3xxx	Any 2000- or 3000-level English course in literature
ENG3xxx	Any 2000- or 3000-level English course in literature

Entrepreneurship (Minor only)

The Entrepreneurship minor focuses on the process of creating, establishing, and managing new business ventures. The minor will prepare students in identification of new opportunities and developing comprehensive business and marketing plans. Other skill sets will include: leadership, human resource management, sales, social media, and financial management.

Requirements

MKT3510	Entrepreneurship and Opportunity
MKT3550	Entrepreneurship Management
MKT3656	Entrepreneurship Financial Management

One of the following, if not a business major:

MGT1400	Principle of Management
MKT1450	Principle of Marketing

If not a business major, choose two of the following courses; if a business major, choose three of the following courses:

MGT3213	Human Resource Management
MGT2410	Organizational Behavior
IBS3820	Global Supply Chain Management
MKT3400	Professional Sales
MKT3620	Social Media Marketing
MKT2710	Integrated Marketing Communication

Fraud and Financial Crimes (Minor only)

Fraud examination is a growing field for forensic accountants and investigators. The courses in this interdisciplinary program will aid in preparing undergraduates to become certified through the Association of Certified Fraud Examiners (ACFE)* as part of their four-year degree completion of major requirements and elective courses. The Certified Fraud Examiners (CFE) Exam requires qualified candidates to have knowledge of fraud prevention, investigation, financial transactions, and the legal system.

Requirements

ACC1201	Financial Accounting
ACC1601	Financial Accounting II
ACC3510	Fraud Examination
ACC3520	Financial Statement Fraud
CRJ1400	Introduction to Criminal Justice
CRJ2451	Legal Aspects of Criminal Justice
CRJ3520	Criminal Investigation
CRJ3842	Criminology

*The ACFE is the largest and the most recognized anti-fraud organization and training program in the world. Its mission is to "reduce the incidence of fraud and white-collar crime and to assist the Membership in fraud detection and deterrence." (http://www.acfe.com/who-we-are.aspx).

History (Minor only)

The 18-credit hour History minor is an ideal supplement to any major at AIC. The study of history gives us increased cultural competencies and social awareness as well as the "soft skills" in reading, writing, and researching that are widely sought by employers. History is central to the liberal arts and helps shape globally informed citizens who think critically about their place in the world.

Requirements

HST2631	Introduction to Historical Research and Writing

Plus six (6) courses in history, including at least two courses on the 1000 or 2000

Photography (Minor only)

Students pursuing a Photography minor develop their artistic, creative and technical capabilities to communicate effectively using digital images. The minor provides a solid foundation in the fundamentals of operating digital cameras and editing images using Adobe Photoshop. Elective courses allow students to tailor their studies in various directions, such as multimedia or photojournalism. Students create online portfolios to showcase their work. Open to all majors, including Communications.

Requirements

COM1400 Digital Photography I
COM2411 Digital Photography I

Choose four from the following courses:

COM2460 History of Photojournalism
COM3200 Film as Literary Narrative
COM3290 Great Directors
COM3462 Advanced Photography
COM3493 History of Cinema
VDA2210 Digital Storytelling
VDA2640 Cultivating Creativity

Political Science (Minor only)

The minor in political science is designed to introduce students to the traditional fields of study in the discipline, including American politics, comparative politics, international relations, and political theory, while encouraging them to engage in and contribute to contemporary political debates. Via active involvement in drafting legislation and role-playing simulations, students will develop an appreciation for the complexity of governance and its impact at the local, national, and international levels. Given the importance of an active and informed citizenry, the minor benefits students of all disciplines and is especially relevant for those interested in law, journalism, education, public administration, criminal justice, social work, and diplomacy.

Requirements

POL1400 Intro to American Politics
POL1500 Comparative Politics
POL2410 International Relations

Plus nine (9) additional credit hours in political science courses, including a minimum of three hours from:

POL3642 Issues in Modern Political Thought
POL3660 Political Philosophy I
POL3661 Political Philosophy II
POL3700 American Political Thought

Spanish (Minor only)

Spanish is one of the world's greatest languages of commerce and diplomacy, and has rich literary and cultural traditions. A minor is beneficial to students seeking to augment their major field of study with language skills and cultural competency in Spanish. The ability to converse in Spanish will benefit students entering careers in any field, including education, public service, business, law, social services, health professions, and the arts.

Requirements

Any combination of courses to equal 18 semester hours in Spanish beyond SPA1201 and SPA1202, Elementary Spanish.

Pre-Professional Studies

Pre-Professional Studies in Pre-Law and Pre-Med are not majors at AIC, but offer aspiring students guidance in choosing a specific major related to their intended careers and graduate studies. Students will work with a pre-professional advisor in addition to working with an advisor in his/her major.

Certificates

Certificate in Addiction Counseling

The Certificate in Addiction Counseling is a 29-credit program that prepares individuals for entry-level careers in addiction treatment. The curriculum provides the educational and practicum requirements necessary to sit for the Massachusetts CADC (Certified Alcohol & Drug Counselor) licensing exam.

Students seeking a bachelor's degree may elect to supplement their major with this certificate. Those interested in pursuing this certificate as a stand-alone option may do so through the Evenings at AIC Program.

Requirements:

SWK2000	Introduction to the Behavioral Sciences for Human Services
SWK2010	Addiction and Substance Use Disorders
SWK2020	Psychopharmacology for Counselors
SWK2030	Drugs and Society
SWK3010	Individual Addiction Counseling
SWK3020	Group Addiction Counseling
SWK3300	Principles of Case Management
SWK4000	Practicum I (4 credits)
SWK4010	Practicum II (4 credits)

The curriculum meets the MBSACC (Massachusetts Board of Substance Abuse Counselor Certification) required hours assigned to key topic areas as outlined below.

- 45 hours in a behavioral science area: SWK2000, 3 credits
- 45 hours of alcohol/drug specific studies: SWK2010, 3 credits
- 45 hours of alcohol/drug specific studies: SWK2020, 3 credits
- 30 hours of alcohol/drug specific studies and 15 hours of behavioral science area: SWK2030, 3 credits
- 30 hours of counseling techniques and 15 hours of ethics training: SWK3300, 3 credits
- 45 hours of counseling techniques: SWK3010, 3 credits
- 45 hours of counseling techniques: SWK3020, 3 credits
- 300 hours of supervision: SWK4000, 4 credits, and SWK 4010, 4 credits

MBSACC allows 15 hours per academic credit (that is, 45 hours per 3-credit course) for academic courses specific to the certification education requirements. For graded course, a minimum grade of C must be earned in order to be admissible for certification.

Certificate in Micro-emerging Markets: Cannabis

The Certificate in Micro-Emerging Markets: Cannabis 9-credit program that supports those interested in entering the niche market of recreational and medicinal cannabis in Massachusetts. The program utilizes local and regional leaders in the cannabis industry to provide expertise and insight into this market.

Students seeking a bachelor's degree may elect to supplement their major with this certificate. Those interested in pursuing this certificate as a stand-alone option may do so through the Evenings at AIC Program.

Upon completion of this certificate, students will have:

- The basic requisite knowledge to be employable in the cannabis industry.
- The opportunity to interact with industry leaders in Western Massachusetts and surrounding areas to gain insights into the cannabis market.
- The knowledge about first-hand experiences challenging entrepreneurs in the cannabis industry, specifically in the areas of operations, marketing, and laws/ethics.

Requirements

MEM2000	Cannabis Entrepreneurship
MEM2010	Cannabis Business Operations
MEM2020	Law and Ethics of Cannabis

Pre-Professional Studies

Pre-Law Studies

"Pre-Law" is not a major in itself. Students aspiring to careers associated with the law will need to select a specific major related to their intended careers. Criminal Justice and Political Science are common choices. Students should consult with the College's pre-law advisor who will provide career guidance to students. Each student will also work with an advisor in his/her major.

Pre-Medical Studies

(Pre-Dental, Medical, Optometry, Osteopathy, Podiatry, Veterinary)

"Pre-Medical Studies," in its many variations, is not a major in itself. Students aspiring to careers in the health sciences will need to select a specific major appropriate for their intended graduate studies. Biology, chemistry, and biochemistry are common choices. Students should consult with the College's pre-medical advisor, so that they may satisfy the entrance requirements for their professional training. Each student will also work with an advisor in his/her major.

Students planning careers in medicine are strongly advised to take Biology 1400 and 1500 (with labs) and Chemistry 1600 and 1700 (with labs) within the first two years. Students are advised, regardless of which major is chosen, to take mathematics through calculus (Math 2400). In addition, Biology 1150, 1850, and 3150 are 1-credit seminar courses intended to introduce students to the health professions and to the process of applying to professional schools.

Evenings at AIC

Evenings at AIC is a part-time program where students can earn an undergraduate degree by taking classes in the evening and online. Classes meet one day per week (Monday through Thursday) from 6:30-9:00pm. Evening students are also able to take late afternoon courses in the 3:50- 6:20pm timeslot. Students may complete up to 11 credits per semester and are eligible to pursue the following degrees:

Associate's degree

- Liberal Arts (AA)

Bachelor's degree

- Accounting (BSBA)
- Criminal Justice (BS)
- General Business (BSBA)
- Healthcare Management (BSBA)
- Liberal Arts (BA)
- Psychology (BA)
- Social Science (BA)

School of Health Sciences

Karen S. Rousseau, PhD, RN
Dean of Health Sciences

Exercise Science (BS)
Exercise Science (MS)
Nursing (BSN)
Nursing (RN-BSN)
Nursing (MSN)
Occupational Science (BSOS)
Occupational Therapy (MSOT)
Occupational Therapy (Post-Professional OTD)
Physical Therapy (BS Health Sciences Pre-PT)
Physical Therapy (DPT)
Public Health (BS)
Public Health (MS)
Public Health (Minor)

Exercise Science (B.S.)

The Bachelor of Science in Exercise Science program at American International College provides students with the foundational knowledge and skills needed to advance their careers in the fields of Exercise Science and other related disciplines. The Exercise Science Department is committed to advancing the student both academically and professionally. Through an applied curriculum with a strong physiological foundation, hands-on lab experiences, and inter-professional collaborations, students will be prepared to enter the workforce or excel at the graduate level in the following programs: Applied Exercise Science/Physiology, Athletic Training, Physical Therapy, Occupational Therapy, Strength and Conditioning, among others. It is our mission to place an emphasis upon academic integrity, honesty, and the facilitation of independent critical thinking.

Learning Outcomes

- Apply physiological and biomechanical concepts related to movement, fitness, and health related issues
- Demonstrate knowledge of how the human body moves by relating the different structures/systems of the body to one another: musculoskeletal, nervous, and connective tissue
- Apply motor development theories to a developing adolescent with regards to skillful movement and physical activity
- Perform fitness-related tests independently
- Design and implement exercise programs for normal healthy individuals
- Evaluate and prescribe proper exercise prescriptions to special populations by using foundational concepts of exercise physiology and nationally recognized guidelines
- Demonstrate knowledge of injury prevention through therapeutic exercise techniques related to different athletic populations

Major Courses:

EXS1000	Introduction to Exercise Science
EXS1200	Health Science Professions
BIO1400/1401	Biology I + Lab
BIO1500/1501	Biology II + Lab
BIO1200/1201	Human Anatomy and Physiology I + Lab
BIO1210/1211	Human Anatomy and Physiology II + Lab
BIO3200	Human Functional Anatomy
EXS2300	Motor Development and Learning
EXS3100	Human Biomechanics
EXS3300	Physiology of Exercise
PSY1401	General Psychology I
PSY1501	General Psychology II
SRM3203	Sports Psychology
EXS2100	Research Methods
PSY2302	Statistics
EXS2400	Sport and Exercise Nutrition
SRM1600	Management of Sports Industry
EXS3050	Foundations of Strength and Conditioning

EXS4100	Therapeutic Exercise
EXS4200	Exercise Testing and Prescription
EXS4300	Exercise for Special Populations
EXS4450	Senior Seminar
EXS4500	Research Seminar
EXS4800	Practicum

Electives:

EXS3200	Injury and Evaluation of Lower Extremities
EXS3400	Injury and Evaluation of Upper Extremities
EXS4400	Gerokinesiology
EXS4600	Therapeutic Modalities

General Education Requirements
See page 69. General Education requirements may be fulfilled by major requirements where applicable.

Additional Program Requirements
A minimum grade of "C" must be achieved in all EXS courses as well as BIO 1200, BIO 1210, BIO 3200. A minimum overall cumulative GPA of 2.7 must be maintained to remain in the program. Students must fulfill the Professional Development Point (PDP) requirements upon graduation (See handbook for detail).

Additional Program Notes:
BIO 1400, BIO 1500, PSY 1401, PSY 1501, and PSY 2302 also count towards 17 credits of General Education requirements.

Minor Requirements
Choose 18 credits from the following:

EXS1000	Intro to Exercise Science
EXS1200	Health Science Profession
EXS2100	Research Methods
EXS2300	Motor Development and Learning
EXS2400	Sport and Exercise Nutrition
EXS3100	Human Biomechanics
EXS3300	Physiology of Exercise
EXS3050	Foundations of Strength and Conditioning
EXS4100	Therapeutic Exercise
EXS4200	Exercise Testing and Rx
EXS4300	Exercise for Special Populations
EXS3200	Injuries and Evaluation of Lower Extremities
EXS3400	Injuries and Evaluation of Upper Extremities
EXS4400	Gerokinesiology
EXS4600	Therapeutic Modalities
BIO3200	Human Functional Anatomy

Nursing (BSN)

Consistent with the mission of American International College, the faculty of the Division of Nursing believes that nursing education encompasses the intellectual, social, and professional preparation of each student. The mission of the Division of Nursing is to provide a high quality of education without regard to race, color, religion, ethnic background, nationality or sexual orientation. The curriculum is designed to enable students to think logically, act creatively, and communicate effectively.

The degree of Bachelor of Science in Nursing is conferred upon students who have satisfactorily completed 120 hours of prescribed academic work. Upon completion of the nursing program, the graduate will be eligible to sit for the National Council Licensing Examination for Registered Nurses (NCLEX-RN). Upon passing this examination, the graduate will be qualified to practice as a professional nurse in a variety of settings.

Learning Outcomes

- Demonstrate synthesis of practice theories and evidence-based concepts from nursing and the arts, sciences, and humanities to provide comprehensive nursing care in a variety of settings.
- Demonstrate leadership skills in evidence-based practice to promote continuous improvement in quality and safety of health care.
- Integrate nursing research findings in planning, implementing, and evaluating nursing practice and patient centered outcomes.
- Incorporate knowledge and skills related to information management and patient care technologies to deliver safe and effective care.
- Incorporate legislative, regulatory, ethical and professional standards to define a professional identity and scope of nursing practice.
- Organize and facilitate the delivery of comprehensive, efficient and appropriate patient centered care across the health care continuum.
- Communicate, collaborate and negotiate using effective communication as a member of the interprofessional health team.
- Demonstrate personal and professional responsibility and accountability for safe and effective nursing practice incorporating health promotion and illness prevention.
- Participate in the discipline of nursing to promote its contribution to society through professional organizations, political process, collegiality, collaboration and continual growth toward expert clinical practice.

General Education Requirements:

See page 69. General Education requirements may be fulfilled by major requirements where applicable.

Requirements

BIO1200/1201	Human Anatomy and Physiology I with Lab
BIO1210/1211	Human Anatomy and Physiology II with Lab
BIO1300/1301	Principles of Microbiology with Lab
CHE1210/1211	General, Organic and Biological Chemistry with Lab
ENG1201/1601	English Composition
ENG1202/1602	Analytical Writing
ENG2213	Public Speaking
PSY1401	Introduction to Psychology
PSY2302	Statistics
PSY2450	Developmental Psychology
SOC1100	Introduction to Sociology
SPA1100	Spanish for Health Care Professionals
NUR2540/2541	Introduction to Professional Nursing
NUR2755	Pathophysiology/Pharmacology I
NUR2756	Pathophysiology/Pharmacology II
NUR2840/2841	Fundamentals of Professional Nursing Practice with Clinical
NUR3740/3741	Adult Medical Surgical Nursing with Clinical
NUR3540	Nursing Research
NUR3940	Family Centered Nursing with Clinical
NUR3942	Family Centered Nursing Process
NUR4340/4341	Community Focused Nursing with Clinical
NUR4351	Psychiatric/Mental Health Nursing with Clinical
NUR4540	Trends and Issues in Nursing
NUR4940	Complex Medical Surgical Nursing with Clinical
NUR4941	Nursing Leadership
NUR4532	Senior Seminar I
NUR4533	Senior Seminar II

Additional Program Notes

A minimum grade of C+ must be achieved in all nursing courses, as well as in BIO1200, 1340, and 1300/1301, CHE1210/1211, ENG1201/1601 and 1202/1602, PSY1401 and PSY2450 and SOC1100.

It is highly recommended that nursing students have a laptop computer.

Nursing (RN-BSN Completion Program)

The Division of Nursing offers a RN-BSN completion program that acknowledges the experience and needs of working professionals. The program consists of 30 credits of nursing coursework designed to broaden RNs knowledge and skills related to healthcare informatics, health promotion for vulnerable populations, evidence-based practice, leadership, and inter-professional collaboration. A Registered Nurse who has completed an associate degree program is admitted as a transfer student with advanced standing. RNs may transfer up to 90 credits of coursework; additional non-nursing coursework may be required to complete the 120 credit undergraduate program.

Learning Outcomes

- Demonstrate synthesis of practice theories and evidence-based concepts from nursing and the arts, sciences, and humanities to provide comprehensive nursing care in a variety of settings.
- Demonstrate leadership skills in evidence-based practice to promote continuous improvement in quality and safety of health care.
- Integrate nursing research findings in planning, implementing, and evaluating nursing practice and patient centered outcomes.
- Incorporate knowledge and skills related to information management and patient care technologies to deliver safe and effective care.
- Incorporate legislative, regulatory, ethical and professional standards to define a professional identity and scope of nursing practice.
- Organize and facilitate the delivery of comprehensive, efficient and appropriate patient centered care across the health care continuum.
- Communicate, collaborate, and negotiate using effective communication as a member of the inter-professional health team.
- Demonstrate personal and professional responsibility and accountability for safe and effective nursing practice incorporating health promotion and illness prevention.
- Participate in the discipline of nursing to promote its contribution to society through professional organizations, political process, collegiality, collaboration and continual growth toward expert clinical practice.

General Education Requirements

See page 69. General Education requirements may be fulfilled by transfer credits where applicable.

Requirements

NUR3600 Ethics and Law of Health Care for Nursing
NUR4200 Health Promotion and Care of Vulnerable Populations
NUR4250 Nursing in a Global Society
NUR4370 Healthcare Informatics
NUR4534 Professional Portfolio Development
NUR5300 Interprofessional Collaboration and Communication for Health Professionals
NUR4400 Introduction to Evidence-Based Practice
NUR4600 Leadership and Management in Nursing

NUR5040	The Art and Science of Nursing for Advanced Practice
NUR5041	Seminar in Nursing Research
NUR4999	Capstone Seminar

Occupational Therapy (BSOS/MSOT)

According to the American Occupational Therapy Association (AOTA) (http://www.aota.org) occupational therapists (OTs) help people to live life to the fullest. Guided by a belief in the power of being physically, mentally, spiritually and socially active, OTs assist people who are at risk for medical/psychological problems to prevent injury or health conditions by leading healthy and productive lives. The School of Health Sciences offers two tracks to achieve a master of science degree in occupational therapy: a 5-year combined BSOS/MSOT degree (see above) for students entering the program as freshmen or undergraduate transfers and a direct-entry option for individuals who already have earned a bachelor's degree. The post-baccalaureate option requires 93 credits for graduation with a Master of Science in Occupational Therapy (MSOT) degree. Credit totals include 24 weeks of full-time Level II Fieldwork within the United States or in international facilities where the supervising therapist has graduated from a program approved by the World Federation of Occupational Therapists (WFOT). The program is committed to the academic preparation of practitioners who will advance occupation-based, client-centered, and evidence-driven occupational therapy within the medical, educational and social service delivery systems.

Learning Outcomes

- Demonstrate knowledge and understanding of the biological, physical, social and behavioral sciences as applied to occupations across the lifespan.
- Evaluate/Apply OT history, philosophy, and theoretical perspectives from parent disciplines, OT models of practice and frames of reference, and emerging theory, to support the OT Process.
- Apply the various contexts such as social, cultural, political, economic and ecological influences in which Occupational Therapy services are provided.
- Exhibit an attitude of scholarly curiosity and inquiry by demonstrating an understanding of the research process including proposal writing, critiquing the literature, designing studies, collecting and analyzing data, and interpreting findings.
- Demonstrate clinical reasoning including scientific, narrative, procedural, pragmatic, ethical and interactive reasoning.
- Articulate and apply Occupational Therapy Practice Frameworks (OTPF) to the process of evaluation, intervention and outcomes to individuals, organizations and/or populations.
- Communicate in a variety of formats and effectively collaborate with other professionals (e.g. nurses, COTA's, physicians, social workers, physical therapists).
- Demonstrate knowledge of and uphold the American Occupational Therapy Association's (AOTA) Code of Ethics, Ethics Standards and Standards of Practice as the basis for ethical decision making in all aspects of professional practice. Also, to promote professional development and

demonstrate professional advocacy by participation in professional organizations (e.g. WFOT, AOTA, state OT associations).
- Articulate the professional and supervisory roles of the OTR, and the professional responsibilities and competencies related to liability issues that are grounded in knowledge of systems/structures and the principles of leadership and management theory.

Program Requirements

BIO1200/1201	Human Anatomy and Physiology with Lab I
PHY1200/1210	Physics of the Human Body with Lab
PSY1401	General Psychology I
PSY1501	General Psychology II
PSY2450	Developmental Psychology
PSY3600	Abnormal Psychology
PSY2302/CRJ2302	Statistics
or	
MAT 1430	Foundations of Statistics
SOC 1100	Introduction to Sociology

Professional Foundation Phase – Year 1

Fall Term

OTR5010	Introduction to Occupational Therapy
OTR5030	Professional Communication
OTR5040	Occupational Science
OTR5050	Neuroscience
OTR5060	Task & Activity Analysis

Spring Term

OTR5110	Foundations of Occupational Therapy
OTR5120	Evidence-Based Practice
OTR5130/5131	Gross Anatomy with Laboratory
OTR 5140/5141	Group Dynamics/Lab
OTR5150/5151	Kinesiology with Laboratory
OTR5200	Comprehensive Exam

Graduate Professional Phase – Year 2

Fall Term

OTR5230	Psychosocial Occupations 1
OTR5231	Physical Occupations 1
OTR5232	Assistive Technology 1
OTR5233	Fieldwork/Service Delivery 1
OTR5240	Research Methods

Spring Term

OTR5430	Psychosocial Occupations 2
OTR5431	Physical Occupations 2
OTR5432	Assistive Technology 2
OTR5433	Fieldwork/Service Delivery 2
OTR5525	Program Development in Health/Wellness

OTR5531	Supervision/Management
OTR5600	Comprehensive Exam

Graduate Professional Phase – Year 3

Fall Term

OTR6030	Occupational Therapy Process: Pediatrics
OTR6031	Occupational Therapy Process: Mental Health
OTR6032	Occupational Therapy Process: Adults
OTR6033	Occupational Therapy Process: Aging
OTR6130	Fieldwork Seminar
OTR6200	Comprehensive Exam

Spring Term

OTR6139	Level II Fieldwork
OTR6239	Level II Fieldwork

Summer Session 1

OTR6240	Level II Fieldwork Extension

Fieldwork

In addition to academic coursework, occupational therapy (OT) students are required to successfully complete fieldwork experiences to effectively apply knowledge within the environmental contexts of therapeutic practice. Students participate in course-related Level I Fieldwork experiences beginning in the professional foundation phase and continuing through the final year in the program. The fieldwork experiences differ by site type and population served, and progress in expectations for student learning outcomes.

Level I fieldwork experiences are designed to enrich didactic coursework through directed observation and participation in selected aspects of the occupational therapy process. In addition, it provides opportunities for students to demonstrate professional behavior and to develop interpersonal skills including understanding and respect for diversity and effective communication. The Academic Fieldwork Coordinator and other faculty members are responsible for arranging Level I Fieldwork experiences in local hospitals, rehabilitation clinics, schools, supported employment sites and community-based programs, and for ensuring that sites meet AOTA accreditation standards and Program goals. Students are supervised by faculty and/or site supervisors. Students are responsible for transportation to and from Level I Fieldwork sites.

Students are also required to successfully complete twenty four weeks of full-time, supervised, Level II Fieldwork (12 credit hours) during the second year of the graduate phase to fulfill the academic requirements for graduation. These advanced field experiences provide students with opportunities for skill and task mastery, and demonstration of their role as practitioners. Level II Fieldwork experiences must be completed within one year of completing didactic coursework, unless otherwise approved by the program director. Level II Fieldwork courses (OTR6139, OTR6239, and OTR6240 are graded on a Pass/Fail basis. Students must earn the minimum criterion score based upon performance in the areas of fundamentals of practice, basic tenets, evaluation

and screening, intervention, management of OT services, communication and professional behaviors, as assessed on AOTA's Fieldwork Performance Evaluation for the Occupational Therapy Student.

The School of Health Sciences requires annual CORI (Criminal Offender Registry Information) reviews on students admitted to its programs. Students who subsequently refuse to permit a CORI review will be dismissed from the program. Students with a negative CORI may be denied the ability to participate in academic fieldwork and/or be dismissed from the program.

Program Completion

Following the successful completion of the academic and fieldwork components of the Program, a graduate of the Occupational Therapy Program will be qualified to sit for the national certification examination as a candidate for occupational therapist, as administered by the National Board for Certification in Occupational Therapy (NBCOT). Upon passing the certification examination administered by the NBCOT, the individual will be qualified to practice as a professional Occupational Therapist, Registered (OTR). All 50 states and the District of Columbia, require licensure in order to practice. State licenses are usually based upon the results of the NBCOT Certification Examination. Information regarding NBCOT's procedures can be obtained by contacting the NBCOT at One Bank Street, Suite 300, Gaithersburg, MD 20878; phone (301) 990-7979; or email at info@nbcot.org

Physical Therapy (BS in Health Sciences – Pre-Physical Therapy/DPT)

Physical therapists are required to earn a doctoral degree for entry into practice. The School of Health Sciences offers two options to earn the Doctorate in Physical Therapy (DPT): a combined BS/DPT for students entering the program as undergraduates and a three-year post-baccalaureate program for individuals who have already earned a bachelor's degree and completed the prerequisites for the program.

Students entering the DPT program as traditional freshmen or undergraduate transfer students, complete the curriculum in two phases: the first three years of undergraduate study (pre-professional phase) consist of completing general education and program core requirements in preparation for entry into the professional (doctoral) phase. In addition, undergraduate physical therapy students are required to complete the equivalent of a minor that is inclusive of advanced level coursework.

Upon successful completion of undergraduate requirements, students are awarded a bachelor of science degree in health sciences and then must complete two more years to earn the DPT (see graduate Catalog for requirements).

Learning Outcomes

At the completion of the three-year program (Pre-PT), students will:

- Demonstrate knowledge of the role of the physical therapist as a health care professional.
- Demonstrate knowledge of the professional behaviors associated with physical therapy.
- Demonstrate knowledge of the roles and responsibilities of the physical therapist versus the physical therapist assistant.
- Attain the qualifications required for entry into an accredited entry-level DPT program.

General Education Requirements

See page 69. General Education requirements may be fulfilled by major requirements where applicable.

Requirements

*BIO1400/1401	Biology I with Lab
*BIO1500/1501	Biology II with Lab
*BIO1200/1201	Anatomy and Physiology I with Lab
*BIO1210/1211	Anatomy and Physiology II with Lab
*CHE1600/1601/1602	General Chemistry I with Lab and Review
*CHE1700/1701/1702	General Chemistry II with Lab and Review
*PHY1600/1601/1602	General Physics I with Lab and Review
*PHY1800/1801/1802	General Physics II with Lab
PSY1401	General Psychology I
PSY1501	General Psychology II
*PTR3201	Physical Therapy Orientation
*MAT2004	Biostatistics

Program Notes

In the three-year undergraduate phase, a cumulative grade point average of 3.2 and a grade point average of 3.2 in core physical therapy requirements must be attained to enter the professional phase of the physical therapy program. Above courses identified with an asterisk (*) make up the undergraduate core physical therapy requirements. The above requirements must be completed by the end of the spring semester prior to entering the professional phase of the physical therapy program.

Public Health (BS)

A bachelor of science in public health degree prepares graduates to work in a variety of settings, public and private, and engage in a wide range of population-based health promotion, health protection, and disease prevention activities. Public health professionals may be employed in healthcare organizations and community-based agencies. Students must work closely with the program director to select specific courses that will meet program requirements and career goals.

Learning Outcomes

- Demonstrate a foundational knowledge of public health in the U.S. and the world.
- Use data to understand public health problems and assess interventions.
- Integrate the concepts of population health assessment and public health interventions.
- Identify opportunities for promoting and protecting health across the life course based on an understanding of the underlying science of human health and disease.
- Critically examine and recognize the socio-economic, behavioral, biological, environmental, and other factors that impact human health and contribute to health disparities.
- Apply project implementation skills, including planning, assessment, and evaluation toward public health problems.
- Compare and contrast the effects of different health policies in the U.S and elsewhere, in terms of both the economic impacts and effects on the public's health.
- Explain the roles of various agencies of government and private sector organizations in the regulatory, health care delivery, and health care financing system.
- Apply communication skills including those in oral presentation, technical and professional writing, and use of mass media and technology to public health issues.

General Education Requirements

See page 69. General Education requirements may be fulfilled by major requirements where applicable.

Major Requirements

PCH1030	Introduction to Public Health Practice
PCH2030	Global Health
PCH3250	Environmental Health
PCH2040	Epidemiology in Public Health
PCH3630	Community Health Promotion
PCH3632	Program Planning & Evaluation
PCH4100	Research Methods in Public Health
PCH4430	Seminar in Public Health
PCH4899	Capstone in Public Health

9 credits must be selected from any of the following:

HCM2200	American Healthcare System
HCM3230	Ethical and Legal Issues in Healthcare
HCM4240	Healthcare Economics & Finance
PCH3800	Special Topics in Public Health
PSY2610	Health Psychology
SOC3440	Sociology of Health and Illness

Any biology or chemistry course at the 2000 level or above

Minor Requirements

The minor in Public Health consists of 12 credit hours of courses in public health and 6 credit hours from other courses. The courses selected must include:

PCH1030	Introduction to Public Health Practice
PCH2040	Epidemiology

Plus 6 credits from additional Public Health courses

Plus 6 credits from any of the following:

HCM2200	American Health Care System
HCM3230	Ethical and Legal Issues in Health Care
HCM4240	Health Care Economics and Finance
SOC3440	Sociology of Health and Illness
PSY2610	Health Psychology

Speech Language Pathology Assistant (SLPA)

Speech Language Pathology Assistants (SLPA) work under the direction and supervision of speech language pathologists and assist in the execution of a speech and language program and complete a number of tasks including assisting with screenings, assessments, and implementation of treatment plans as directed by the speech language pathologist. Successful completion of the 18 credits of coursework described below enables students to work as an SLPA in the State of Massachusetts. This set of courses, which is equivalent to a minor may be completed as part of a number of majors offered at AIC.

Requirements:

SLP1010	Human Communication and Disorders
SLP1050	Multicultural Issues in Language
SLP2010	Normal Speech and Language Development
SLP3010	Speech-Language Disorders in the Educational Setting
SLP3050	Clinical Methods
SLP3099	Practicum

School of Education

Susanne T. Swanker
Interim Dean of Education

The School of Education (SOE) is deeply committed to inclusive excellence and cultivating the next generation of highly capable, diverse teachers, leaders, and school support personnel who can meet the challenges of today's urban settings in communities served. To achieve this goal, the SOE offers a range of academic programs designed to meet the varied needs of individuals seeking access and opportunities to meaningfully give back to the communities in which they live by helping all learners within these settings achieve their aspirational and educational goals.

Educational Studies (4+1 Options)
The bachelor's degree in educational studies is designed for undergraduates at AIC aspiring to enter one of the SOE's graduate programs for their MEd to become teachers or counselors. The degree includes select courses, service learning, and campus/community experiences structured to help students make discerning decisions aligned with their career aspirations while achieving subject matter knowledge and the eligibility requirements for successful entry into one of SOE's graduate programs offered at the post-baccalaureate level for the MEd degree. While Educational Studies is not offered to undergraduates for initial licensure purposes, the degree is required for those seeking to enter one of the state-approved educator preparation programs offered exclusively at the graduate level for this purpose. The undergraduate degree therefore includes a 4+1 option which provides a rich foundation that prepares undergraduates for advanced studies in education aligned to their content area expertise and aspirations within the field of education.

As a part of the Educational Studies degree, students develop an educational plan the first semester enrolled to map future success. They also complete two Summer Institutes helpful in making an informed decision about their content area and career path aligned with their goals. To increase subject matter knowledge, students complete select course requirements in the School of Business, Arts, and Sciences aligned to their professional aspirations for continued studies at the graduate level in the SOE. The minor must be stipulated by the third semester enrolled at AIC.

Students pursuing the Educational Studies degree also complete service learning opportunities on campus, within area schools, and community-based organizations. These experiences, coupled with degree requirements, support the cultivation of knowledge, skills, and professional orientation universally required for performance expectations within the field. Students therefore explore what it means to be an effective educator responding to the myriad complexities and challenges learners face within urban schools. A particular emphasis for the program is on urban education and inclusive excellence required for educators to work effectively within communities with learners from diverse backgrounds and with differentiated needs.

Upon completion of the Educational Studies degree, provided that all requirements for entry into the graduate program are fulfilled, students can immediately pursue one of SOE's MEd programs in the select area aligned with their minor concentration

Entry Pathways into SOE Graduate Degree Programs for the MEd

There are three possible pathways to officially enter the SOE's graduate programs for the MEd upon completion of the Educational Studies degree: (1) Delayed Entry, (2) 4+1 Non-License, or (3) 4+1 Initial License

Delayed Entry – Rather than entering immediately upon completion of the undergraduate degree in Educational Studies, graduates are guaranteed entry into the MEd program aligned with their minor concentration provided that they return within two semesters. If longer than two semesters, they must apply for admission and meet all requirements to enter and successfully complete the traditional path for the MEd to be awarded the degree.

4+1 Non-Licensure – Immediately upon completion of the Educational Studies degree, students enter a one-year expedited path for completion of the MEd, non-licensure, which does not require the Massachusetts Tests for Educator License (MTELs). This is a degree-only program that allows for employment in education-related roles and settings that do not require the state license (e.g., some community-based organizations, non-profit organizations, museums, corporate, and select agencies/private schools). To complete the MEd, non-licensure, graduates of Educational Studies must enroll in the 4+1 Urban Educator cohort and complete Urban Educator I (6 credits), Urban Educator II (6 credits), and Urban Educator III (6 credits).

4+1 Initial License – During the final semester of their Educational Studies degree program, students who meet all MTEL and GPA requirements to successfully enter one of the SOE's approved educator preparation programs are guaranteed entry into the MEd Initial License program aligned with their educational plan upon receipt of their Educational Studies degree, provided that they enroll immediately upon graduation.

By mid-term of the final semester (senior year), students must file a Petition-to-Enter the MEd-Initial License program and submit to the SOE's Licensure Office all evidence of having met the pre-requisites for entry. The Petition must be approved by SOE's Teacher Education Committee prior to graduation in order to enter the Initial License option. If not approved, students have the option of shifting to the Non-Licensure option to complete the MEd degree only, provided that all pre-requisites for doing so are fulfilled.

Upon graduation in Educational Studies, students meeting the entry requirements will receive a Declaration of Official Candidacy notice from the SOE's Licensure Officer indicating all pre-requisites for enrollment in the MEd Initial Licensure program have been met. Upon receipt of this notice, students must immediately enroll in the MEd Ed Prep Cohort and successfully complete Summer Institute III (6 credits), Fall Ed Prep I (6 credits Pre-Practicum + Ed Prep Seminar), Spring Ed Prep II (6 credits Practicum + Ed Prep Seminar II), and Summer Institute IV (6 credits). Those in the MEd Ed Prep Cohort must also attend a monthly roundtable with faculty advisors to ensure currency in the field appropriate to meeting state performance expectations.

Students planning to enter the SOE's educator preparation programs at the Middle or Secondary level and school support personnel must major in a content area offered within the School of Business, Arts, & Sciences, with a minor in Educational Studies, prior to entering one the SOE's graduate programs. The 4+1 option is therefore ideally suited for those planning to become teachers in early childhood, elementary, and moderate disabilities or seek initial licensure as a school counselor, school social worker, or school adjustment counselor. See also Graduate Catalog for requirements.

BA/BS Majors/Minors Eligible for the 4+1 Option

Undergraduate Majors eligible for the 4+1 option aligned with the SOE programs for the MEd are listed below:

AIC BA/BS Major	**MEd Program**
Educational Studies	Early Childhood Pre K-2
Educational Studies	Elementary 1-6
Biology + Minor in Educational Studies	Biology 8-12
Interdisciplinary Science + Minor in Educational Studies	General Science 5-8
Educational Studies *or* Psychology + Minor in Educational Studies	Moderate Disabilities PreK-8 or 5-12
School Support Personnel	
Sociology, Psychology *or* Criminal Justice + Minor in Educational Studies	School Social Worker/School Adjustment Counselor, All levels
Sociology *or* Psychology + Minor in Educational Studies	School Counselor 5-12

Educational Studies (BS)

Learning Outcomes

As a result of the Educational Studies degree, students will be able to:

- Identify the influences of cultural background and urban settings for learners and their families;
- Demonstrate culturally responsive pedagogy aimed at holistic learning;
- Engage one's individual background in personal academic, social, and emotional development;
- Identify how to acquire, demonstrate, and reinforce content knowledge and procedures;
- Demonstrate differentiated instruction;
- Identify assessment tools to monitor and promote positive impact on learning;
- Demonstrative reflective practice to modify instruction and response to learner growth;
- Reflect on personal learning by identifying learning targets and progressing toward them;
- Recognize educators as cultural workers with the agency and advocacy to affect social change;
- Apply pre-requisite foundational knowledge, skills, and professional orientation to effectively pursue advanced studies at the graduate level in one of AIC's approved educational preparation programs for teachers;
- Understand curricular governance and standards specific to educators in public schools/districts;
- Effectively assess and pursue multiple pathways available to licensure appropriate to their personal and professional journeys as teachers and leaders in Massachusetts.

Major Requirements

AIC1150	Community Service and Learning Experience
EDU2102	Introduction to Education
EDU2200	Foundations in Education
EDU2055	Explorations in Urban Teaching
EDU2400	Teaching Methods for Communication and Language Arts
EDU3340	Techniques and Strategies for Teaching Mathematics
EDU2103	MTEL Preparation
EDU3200	Principles of Education: Early Childhood, Elementary, Moderate Disabilities
EDU3700	Responding to Diversity and Inclusion in the Urban Classroom
EDU3650	Teaching Methods for Inquiry-Based Social Studies, History and Science
EDU4600	Summer Institute I: Social Factors in Urban Settings
EDU4847	Senior Capstone Project
EDU4300	Literacy and Inclusive Excellence
EDU3500	Classroom Management & Behavior Analysis for Teachers

Minor Requirements

EDU2200	Foundations in Education
EDU2055	Explorations in Urban Teaching
EDU3201	Principles of Middle/Secondary Education
EDU3700	Responding to Diversity and Inclusion in the Urban Classroom
EDU4600	Summer Institute I: Social Factors in Urban Settings
EDU4300	Literacy and Inclusive Excellence

Course Descriptions

Athletic Administration and Leadership

AAL1200: Health and Wellness for Athletes (3)
This course provides students with a basic knowledge and practice of health and wellness, and the importance of lifelong healthful living. Topics such as physical health and fitness, healthy behavior changes, stress management, nutrition, weight management, and relationships will be discussed. Particular emphasis will be placed on the importance of the athlete's mental and physical well-being and their success in sports. PREREQUISITE: None.

AAL1400: Athletic Administration I (3)
This course provides students with an introduction to athletics at all levels—recreational, secondary-school, collegiate, semi-professional, and professional—including the governance organizations and organizational structures under which each reside, and the opportunities within and challenges faced by each. Additionally, students begin the study of the management and operations of athletics, such as budgeting, scheduling, negotiation, planning, purchasing and inventory. PREREQUISITE: None.

AAL1600: Team and Roster Management (2)
This course will cover the practical issues involved with selecting and developing a team, identifying and mentoring team leaders, and dealing with violations of team rules/organizational code of conduct. Students will learn from an athletic coach or leader about the real challenges of managing a team or athlete and how to resolve conflicts or violations through case studies, examples from the coach's or leader's career, and group discussions. PREREQUISITE: AAL1400.

AAL1610: Scheduling Logistics (2)
This course covers the operational aspects of scheduling athletic games and matches, including practices, permits and rentals, equity among teams for facilities, visiting team accommodations, travel to a visiting team's facility, and equipment needs. Students will learn from an athletic coach or leader about the real challenges of scheduling, how to resolve conflicts for resources through case studies, examples from the coach's or leader's career, and group discussions. PREREQUISITE: AAL1400.

AAL2400: Athletic Administration II (3)
This course continues the introductory study of managing athletics at all levels in AAL1400. This course will focus on the legal, ethical, and practical issues related to compliance, eligibility, and gender equity in sports. Students will examine how compliance varies between and among levels of sport. Topics include Title IX in collegiate environments, NCAA academic eligibility, the Rooney rule in the NFL, salary caps in professional sports, and maternity leave for female athletes. PREREQUISITE: AAL1400.

AAL2600: Recruiting the College Athlete (2)

This course covers the basics of the college athlete recruitment process, including contacts and visits, tracking, the admission process, financial aid considerations, and the NCAA Eligibility Center. Students will learn from an athletic coach or leader about the challenges of college recruiting and how to source prospects in line with governing body regulations through case studies, examples from the coach's or leader's career, and group discussions. PREREQUISITE: AAL2400.

AAL2610: Developing Relationships with External Stakeholders (2)
In the course, students will learn to develop, nurture, and maintain relationships with parents, alumni, community leaders, local business owners, among others. Students will learn from an athletic coach or leader about establishing and strengthening connections with external stakeholders through case studies, examples from the coach's or leader's career, and group discussions. PREREQUISITE: AAL2400

AAL2620: Managing the Budget (2)
Budget management and fiscal responsibilities are the focus of this course. Students will learn from an athletic coach or leader about the real challenges of budgeting, fiscal judiciousness, and prioritizing needs through case studies, examples from the coach's or leader's career, and group discussions. PREREQUISITE: AAL2400

AAL2630: Governance and Compliance (2)
In this course students will gain an understanding about how the coaches and athletic leaders operate within the governing bodies. Additional topics include governance bylaws, institutional compliance, diversity and inclusion, and Title IX. Students will learn from an athletic coach or leader about the dynamics of athletics and regulatory bodies through case studies, examples from the coach's or leader's career, and group discussions. PREREQUISITE: AAL2400

AAL2800: Principles of Successful Coaching and Mentorship (3)
This course will provide selected theory and principles from management, leadership, psychology, and sociology that have proven effective in the ethical, moral, and mental development of the individual and team, in preparation for life on and off the "field". Strategies will be presented to aid the students in the development of a consistent value system based on justice, responsibility, and beneficence. Attention will be given to an understanding of the challenges associated with motivation and emotion in sport; legal liability; the daily, weekly, and seasonal planning; and the integration of the whole individual and team in preparation for contests. PREREQUISITE: AAL2400

AAL3200: Sports Advocacy, Accessibility, and Equity (3)
This course introduces the sociological concepts and theories used to examine sports. The history of activism, advocacy, and agency in and throughout sports will be examined. Students will be introduced to concepts of sport activism and learn about the interplay between types of resistant actions against oppressive systems across diverse societies. Attention will be given to a variety of issues and controversies in sports and society, including the environment, (dis)ability, religion, gender, sex, and race. PREREQUISITE: AAL1400

AAL4898: Practicum (3)

Students will gain an initial practical experience with an appropriate department on campus, providing students with the opportunity to apply the skills acquired in course of study. Students are expected to complete 84 hours of work for this department on an athletics-related project. This will expose students to the expectations of the workplace. Students will meet once weekly as a class to share experiences, provide updates on their work, and engage in discussions on topics related to their work. Each student will give a final presentation on their project. PREREQUISITE: Junior status and completion of a minimum of 25 credits of coursework towards the major.

AAL4899: Internship (3)
This course serves as the culminating experience for students, providing each with the opportunity to apply the knowledge gained and skills developed throughout the program in an athletic setting external to the college. Each student will work 126 hours over the course of the semester at this site. Coursework required includes, but is not limited to, the weekly submission of work logs and discussions and a final paper or presentation summarizing the internship experience. PREREQUISITE: AAL4898 and GPA of 2.0 or better in the major.

Accounting

ACC1012: Personal Income Taxation (3)
The primary focus of this course is the preparation of federal and state income tax returns for the individual. Topics covered include calculation of gross income, deductions, tax computations and tax credits. Practical problems and preparation of returns are emphasized so as to give the student a working knowledge of the field. Offered periodically. For non-accounting majors. PREREQUISITE: ACC1201 or permission of the instructor

ACC1201: Financial Accounting (3)
Topics include: the basic structure, principles and practices of financial accounting, the nature and classification of accounts, the accounting cycle and the preparation of financial statements for both service and merchandising enterprises, design of accounting systems, coverage of cash, receivables, inventories, deferrals, accruals, plant assets, intangible assets and current liabilities. PREREQUISITE: None

ACC1601: Financial Accounting II (3)
This course continues the study of basic concepts and principles of financial accounting, as well as accounting for the partnership and corporate forms of business organizations, coverage of plant assets, intangible assets and current liabilities, long-term liabilities, investments financial statement analysis and the Statement of Cash Flows. PREREQUISITE: ACC1201

ACC2210: Managerial Accounting (3)
This course is a study of accounting as it serves the needs of management, principally in planning operations, controlling activities and making decisions. Course emphasis is on the use of accounting by those seeking careers in other areas of business. Topics covered include financial statement analysis, cost terms, concepts and classifications, job-order costing, process costing, cost behavior analysis and use, cost-volume-profit relationships, profit planning,

standard costs, budgeting and overhead analysis and relevant costs for decision making. PREREQUISITE: ACC1201

ACC2401: Intermediate Accounting I (3)
This course expands on the topics of elementary accounting with a more comprehensive study of the principles and practices of accounting. It includes a review of the accounting process and a study of the design and content of financial statements. Detailed coverage is given to the areas of cash, receivables and inventories. PREREQUISITE: ACC2210

ACC2402: Intermediate Accounting I Laboratory (0)
This is the laboratory that meets for one hour, one time per week to support ACC2401, Intermediate Accounting I. CO-REQUISITE: ACC2401

ACC2601: Intermediate Accounting II (3)
This course provides further detailed coverage of accounting principles and practices in the areas of investments in stocks and bonds, plant assets, intangible assets, current and long-term liabilities and stockholders' equity. Other areas covered in detail include financial statement analysis and the Statement of Cash Flows. PREREQUISITE: ACC2401

ACC2602: Intermediate Accounting II Laboratory (0)
This is the laboratory that meets for one hour, one time per week to support ACC2601, Intermediate Accounting II. CO-REQUISITE: ACC2601

ACC3402: Auditing (3)
This course examines the fundamental theory, primary objectives and working procedures of auditing. The course is designed to familiarize the student with the ethics and duties of the independent certified public accountant. The major focus of the course centers around the examination, review and compilation of financial statements and their supporting accounts and financial records and the rendering of an accountant's report. PREREQUISITE: ACC2401

ACC3411: Cost Accounting (3)
This course is a study of accounting as it serves the needs of management, principally in planning, controlling, decision making and determining product cost for pricing, inventory valuation and income determination. Course emphasis is on the use of this information by those seeking careers in management accounting. Topics covered include cost terms, concepts and classifications, job-order costing, process costing, cost behavior analysis and use, cost-volume-profit relationships, profit planning with the master budget, standard costs, flexible budgets and overhead analysis, measuring managerial performance, pricing and services and relevant costs for decision making. PREREQUISITE: ACC2210

ACC3422: Advanced Accounting I (3)
This course focuses on advanced accounting principles and practices. Topics covered include mergers and acquisitions, partnerships, international accounting and foreign currency transactions and other topics of an advanced nature. PREREQUISITE: ACC2601 or permission of the instructor

ACC3431: Advanced Accounting II (3)
This course continues the study of advanced accounting principles and practices as they relate to nonprofit entities, including municipal governments, hospitals, universities and voluntary health and welfare organizations. Current topics in accounting are also discussed. PREREQUISITE: ACC2601 or permission of the instructor

ACC3440: Federal Income Taxation (3)
This course reviews the Federal Income Tax Law and Regulations as they relate to individuals. Topics covered include calculation of gross income, business and personal deductions, tax computations and tax credits. Practical problems and preparation of returns are also discussed. PREREQUISITE: ACC2601 or permission of the instructor

ACC3510: Fraud Examination (3)
This interdisciplinary course begins with the exploration of the nature of fraud, its costs and why it occurs. Emphasis then shifts to the analysis of the accounting and legal procedures used to fight or prevent the different types of fraud such as detection, investigation and the dispositions or resolutions available. PREREQUISITES: ACC1601 or ACC2210 andCRJ1400

ACC3520: Financial Statement Fraud (3)
This type of white-collar crime is also known as "cooking the books" where various schemes are used to manipulate, misstate, or omit financial information to deceive financial statement users. This in depth study focuses on the detection and investigation of revenue-based, asset-based, liability-based and other financial statement fraud, schemes, as well as the auditor's liability in these criminal activities. PREREQUISITES: ACC3510 and CRJ3420

ACC3611: Advanced Federal Taxation (Continued) (3)
This course continues the study of the Federal Income Tax Law and Regulations. Topics covered include basis and determination of gain or loss, tax credits, capital gains and losses, regular and "S" corporations, partnerships and research methods in taxation. PREREQUISITE: ACC3440

ACC4875: Accounting Capstone (3)
This course familiarizes the student with the resources available to professionals in the fields of financial reporting, auditing and taxation. Topics discussed include Generally Accepted Accounting Principles, Generally Accepted Auditing Standards, the Internal Revenue Code, Internal Revenue Regulations, Revenue Rulings and court cases. The primary focus of the course is the completion of a major research project to serve as a capstone to the student's study in the accounting program. PREREQUISITE: Limited to accounting majors in their senior year.

American International College

AIC1100: Introduction to ACE (3)
This course is designed to help facilitate your success in college by helping you master the skills necessary to reach your personal and educational goals. The opportunity is provided to enhance your ability to participate in and benefit from your total college experience. Learning Objectives:

1) Acquire effective learning and study skills such as time management, note taking, reading and study systems, test-taking skills, library research and writing skills, listening and communication skills. 2) Applying strategies that facilitate making a successful adjustment to college life such as understanding developmental tasks in college, understanding campus culture, policies and procedures, clarifying personal values and beliefs, understanding civility and civic responsibility, exploring educational and career interests, developing stress management skills and making healthy choices, understanding and appreciating individual and group differences, and exploring other issues of importance to college students. PREREQUISITE: None

AIC1120: College Skills Review (1)
This course meets one hour per week for one semester and is intended for adult learners who are returning to college to complete their degrees and for certain non-traditional transfer students. The course is intended to help students readjust to academic pursuits. Skills to be reviewed include, but are not limited to: time management, note-taking, reading and study systems, test-taking, organization and paper-writing. It will also familiarize new students with some of the academic resources and facilities available to them on campus. Open to Continuing Education and non-traditional transfer students upon recommendation of the appropriate dean. PREREQUISITE: None

AIC1130: Introduction to Career Development (1)
This course will focus on career planning and decision making for students who are undecided as to a major. It is designed to engage students in goal setting and self-assessment of interests, values and skills. The course will introduce students to activities related to the exploration of career choices, the job outlook in specific career fields and the professionalism required for the world of work. PREREQUISITE: None

AIC1140: APEX 1 (1)
The first course supporting the AIC Plan for Excellence (APEX) is an academic course designed around the core goal of helping students successfully transition to college by meeting their educational, career, and personal goals. Focus is given to those areas that are critical for success in college: academic and career preparation, understanding the learning and development process, and adjusting to the responsibilities of being an active member of the AIC community. PREREQUISITE: None

AIC1150: Community Service and Learning Experience (1)
The Community Service and Learning Experience is a one credit course that aims to prepare students to achieve success in their college careers through service learning. The program is designed to help students persist in their academic endeavors. The students learn how to become increasingly engaged in focused self-exploration, improve academic self-efficacy, promote and learn how to encourage their emotional well-being, personal growth, and decision-making skills, engage in student campus and surrounding communities, and explore their college financial literacy skills. The course involves guest speakers who inspire, motivate, and promote ways to show students how to strive for success. In addition, the students connect their learning with work outside the classroom with a community organization. Students are required to participate in a minimum of two hours of service activity a week, for example serving as an academic mentor to area high school students. The course concludes with a reflection paper and

presentation of the student's learning experiences with community engagement. Students from both fall and spring semester will be invited to attend a yearly networking and recognition ceremony at the end of the spring semester. This course can be taken multiple times for up to a total of 3 credits. PREREQUISITE: NONE

AIC1160: English as a Second Language Support Class (1)
The course is aimed at helping non-native English speaking students become confident with their English speaking skills. The main idea is to focus on the student's ability to express themselves in everyday situations, to improve their confidence when speaking, and to improve their English pronunciation. The course material focuses on a variety of current topics to ultimately improve fluency, accuracy and ability to effectively communicate. Therefore, students work on pronunciation, vocabulary and idioms to further develop their conversational skills. They also receive individualized feedback on grammar usage and pronunciation errors. Topics relevant to American culture will be incorporated into the learning process. Class activities include: group discussions, role play, pronunciation and individual presentations. PREREQUISITE: None

AIC2140: APEX 2 (1)
The second course supporting the AIC Plan for Excellence (APEX) will build upon the foundation of AIC1140. In this course, students will explore personal assessment and motivation, examine personal and professional goals, learn about internship and scholarship opportunities and their benefits, investigate leadership, and develop portfolios and a resume. This course is only for students who were enrolled prior to Fall 2020. PREREQUISITE: AIC1140

AIC2142: APEX 2 (2)
The second course supporting the AIC Plan for Excellence (APEX) will build upon the foundation of AIC1140. In this course, students will explore personal assessment and motivation, examine personal and professional goals, learn about internship and scholarship opportunities and their benefits, investigate leadership, and develop portfolios and a resume. This course is only for students who were enrolled beginning in Fall 2020. PREREQUISITE: AIC1140

AIC2500: Special Topics (variable credit)
This course provides an opportunity for the APEX department to present varied topics on career/professional development. The course is listed for variable credit to allow for flexibility of topic selection. Course may be repeated up to four times, for a max of four credits. The course is PREREQUISITE: Permission of the instructor.

AIC3100: Mentoring Students for Future Success (3)
This course will focus on upper-class students serving as Peer Mentors to an assigned cohort of first-year students who are also enrolled in a section of AIC1140 (APEX 1). This course will help develop skills as a mentor, facilitator, and leader. The course consists of attending all course meetings of the assigned section of AIC1140, fostering mentoring relationships outside of the classroom, and participating in ongoing training and reflection throughout the course of the semester. PREREQUISITE: Completion of AIC1140.

AIC3140: APEX 3 (1)

The third course supporting the AIC Plan for Excellence (APEX) will build upon AIC2140. In this course, students will refine their personal and professional goals, enhance their portfolios and resumes, develop interview skills and strategies, study multiculturalism in the workplace and global interactions, and investigate post-graduation options. PREREQUISITE: AIC2140 or AIC2142

AIC4140: APEX 4 (1)
The final course supporting the AIC Plan for Excellence (APEX) will build upon AIC3140. In this course, students will learn how to integrate portfolios in interviews and professional networking, explore strategies to find employment, refine interview skills, start the implementation of their career goals, and understand budgeting and financial literacy. PREREQUISITE: AIC3140

AIC4141: APEX for Online & Evening Programs (3)
This course is required for all students who are enrolled in an online program. The focus is to ensure that students have the necessary skills, knowledge, and abilities to be successful as an AIC student. Students will develop a strong foundation of academic success skills (e.g. writing, critical thinking, study skills, presentations), engage in goal setting and professional development opportunities (e.g. e-portfolio, resume development), explore issues of diversity and social justice, and learn about critical campus resources. This course fulfills the Personal and Professional Development - General Education requirement. PREREQUISITE: Students enrolled in an Online/Evening program only.

AIC4800: Integrated Studies Capstone (3)
The capstone course is designed to integrate knowledge gained through the integration of the concentration areas of the major. The student will complete a project for presentation that integrates the areas of concentration.

American Studies

AMS 1100 Introduction to American Studies (3)
This course introduces students to the inter-disciplinary field of American Studies. Using historical studies, literature, films, contemporary analyses of political issues and/or music, students will be invited to explore the meaning of American ideals. In particular, ideals, such as the "American Dream," individualism, and equality, will be compared with the experiences of Americans. Special attention will be paid to disparities in experiences based on race, ethnicity, class, and gender. PREREQUISITE: None

AMS4800: American Studies Seminar (3)
A weekly seminar for American Studies majors, with readings, discussion and research/writings on topics that explore the interdisciplinary connections among the various courses taken for the program during individual semesters. PREREQUISITES: American Studies major or minor or permission of instructor, Junior or Senior status

Art

ART1000: History of Art (3)
The course analyzes the History of Art through the lens of these guiding questions: What is art? What is a curator? What is an art critic? What role does art play in human experience? What role do artists play in society? What does art say about the culture it was created in? Within the framework of these questions, students dig deep into a culture of choice and create a virtual museum. Pursuing equity, students infuse principles of decolonization into their virtual museums by carefully considering artwork choices, employing inclusive curatorial statements, creating accessible interactive experiences and privileging diverse voices. PREREQUISITE: None

ART1010: Aesthetic Experience in the Contemporary Visual Arts (3)
Students will study the changing definitions of art and artists over time and the role of art as it relates to philosophical, ethical and societal issues. The course also examines the formal elements of art and the standards by which a work of art is examined and judged. Other unit topics include aesthetic philosophy, identity, ritual, racism, sex/gender, politics, commerce and societal responsibility as demonstrated by art historical examples concentrating on contemporary arts. Students will have written coursework and studio work. Lab fees and Field trip required.

ART1030: Art Appreciation Through Drawing (3)
This introductory course in art appreciation examines mark-making as the essential and primary means of expression. Lecture, visual aids, research writing and units of drawing explore the creative impulse of artists like Leonardo da Vinci, Paul Klee, Pablo Picasso and untrained outsider artists. The student will develop a primary vocabulary of form, materials and methods for creative expression through studio work. Creativity and creative problem solving strategies are considered in the context of everyday life. Lab fee required. PREREQUISITE: None

ART1100: Art Appreciation Through Painting (3)
This course considers painting as it has developed from the early 19th century to the present through text, written assignments and studio exercises. Visual aids and other resources familiarize the student with various Modernist artistic movements and individual artists. Studio work allows the student to better understand the formal principles of design, the nature of paint as a medium and the practice of creative endeavor. Field trip and Lab fee required. PREREQUISITE: None

ART1110: Studio Painting (3)
This is a studio arts course wherein the student will develop technical and expressive skills in the medium of paint. The student will explore realistic and conventionalized rendering in a pop idiom. They will gain understanding of the creative processing of an idea to result in a tangible product. Background information on pop art will be provided through slides, visual aids and video from which the student will develop their own ideas. Students will learn about the

relationship of pop art to commercial culture and the postmodern age in which we live. Lab fee required. PREREQUISITE: None

ART1120: Craft and Design (3)
This is a course that develops an appreciation of the arts from the aesthetic and contextual appreciation of the utilitarian, practical and sometimes not so practical, objects most frequently referred to as crafts. The course will examine the relationship of fine art to craft, the craft object as product of particular cultures, the utilitarian and ritual purposes to which these objects are put to use and how their creation corresponds to these purposes. The course will demonstrate how craft reflects the age in which it was created and craft as it relates to industry and contemporary society. There will be opportunities to learn how these crafts are made through hands on practice. Lab fee required. PREREQUISITE: None

ART1500: Introduction to Photorealism (3)
This course is designed for art majors and art non-majors who seek to sharpen their skills in art through drawing and painting; where such skills are often helpful. The course is designed to teach students different perspective techniques, 3-D illustration and photorealism using different media such as; black and white pencils, color pencils, pen and ink and paint. Students will also be given an opportunity to present their work inside class.

Biology

BIO1020: Animal Diversity in Massachusetts (4)
This course covers the animals of Massachusetts with a focus on the mammals, birds, reptiles and amphibians, as well as some freshwater fishes. The species found in western Massachusetts are emphasized. Diversity, conservation and human interactions with these animals are investigated. One two-hour laboratory period per week with laboratory fees. PREREQUISITE: None

BIO1021: Animal Diversity in Massachusetts Laboratory (0)
Laboratory to accompany BIO1020. Students will examine sample specimens of animals found in Massachusetts to learn about their characteristics and natural history. Students may also do outdoor fieldwork to locate species or evidence of their presence in the environment. CO-REQUISITE: BIO1020

BIO1100: General Biology I (4)
This is a survey course of the basic physical and chemical principles essential to an understanding of molecular biology and its applications to the basic concepts of cellular morphology, physiology, cellular behavior, modern genetics, evolution and ecology. One two-hour laboratory period per week with laboratory fee. This course is intended for non-science majors and may be used to satisfy the general education requirement for scientific perspectives and inquiry. PREREQUISITE: None

BIO1101: General Biology I Laboratory (0)

Basic laboratory techniques in biology will be stressed to illustrate chemical principles, cellular concepts, parasitism, modern genetics and principles of plant biology and ecology. CO-REQUISITE: BIO1100

BIO1110: General Biology II (4)
This course examines the structure and function of mammalian organ systems and their evolutionary development. One two-hour laboratory period per week with laboratory fee. This course is intended for non-science majors and may be used to satisfy the general education requirement for scientific perspectives and inquiry. PREREQUISITE: None. BIO1100 recommended.

BIO1111: General Biology II Laboratory (0)
A continuation of BIO1101, this laboratory course emphasizes the microscopic and macroscopic examination of mammalian organ systems. CO-REQUISITE: BIO1110

BIO1120: Human Biology (4)
This course presents human biology and current biological concerns, including biological organization, investigation of selected organ systems, and current issues of human health and function. This course is intended for non-science majors and may be used to satisfy the general education requirement for scientific perspectives and inquiry. PREREQUISITE: None.

BIO1121 Human Biology Lab (0)
Laboratory exercises designed to illustrate the topics covered in lecture will be conducted. Topics examined include: cell chemistry, cell and tissue structure and function, as well as the structure and function of selected organ systems of the human body. COREQUISITE: BIO1120

BIO1130: Environmental Biology (4)
This is an introductory course that emphasizes the scientific aspects of environmental science. It is usually taken by non-science majors to meet the general education requirement for scientific perspectives and inquiry. The course examines physical, chemical and biological principles applied to environmental issues as well as case studies that involve politics, laws and ethics. Purchase of a lab kit through mail order may be required for the online version of this course. One two-hour laboratory period per week. Laboratory fee charged. PREREQUISITE: None

BIO1131: Environmental Biology Laboratory (0)
Students who need to fulfill their lab science requirement should take this lab in conjunction with BIO1130. Laboratory exercises will emphasize appreciation of the natural world, acquisition of basic biology lab skills, critical thinking, environmental problem solving and use of experimental techniques in environmental biology. CO-REQUISITE: BIO1130

BIO1150: Introduction to the Health Professions (1)
This course is designed to instruct the student in the options available as the student considers postgraduate training for a career in the health professions, including medical school, veterinary school, dental school, physician's assistant programs, optometry school, podiatry school, or even a graduate program with application to human health. Emphasis will be placed on maximizing the resources available at AIC to develop a resume and academic preparation. This course is

recommended to freshmen intending to enter the health professions. PREREQUISITE: BIO1400 or CHE1600

BIO1200: Human Anatomy and Physiology I (4)
This course presents the basic patterns and organizational theories of the human body, including topics of interest for students seeking careers in the health sciences, using a systems approach from cellular levels and support systems to control and regulation. One three-hour laboratory period per week with laboratory fee. PREREQUISITE: None

BIO1201: Human Anatomy and Physiology I Laboratory (0)
Laboratory to accompany Human Anatomy and Physiology I. Topics will include study of cell structure and function, histology of human tissues, bone structure, muscle structure and function, and structure of the human nervous system.
CO-REQUISITE: BIO1200

BIO1210: Human Anatomy and Physiology II (4)
This course continues the systematic exploration of the human body, including clinical considerations of the endocrine, cardiovascular, immune, respiratory, digestive, urinary and reproductive systems. One three-hour laboratory period per week with laboratory fee.
PREREQUISITE: BIO1200 or permission of instructor

BIO1211: Human Anatomy and Physiology II Laboratory (0)
Laboratory to accompany Human Anatomy and Physiology II. Students will examine the structure and function of the special senses, endocrine, immune, respiratory, cardiovascular, digestive, renal, and reproductive systems
CO-REQUISITE: BIO1210

BIO1300: Principles of Microbiology (4)
This course introduces the student to the biology of microorganisms and viruses. The course is geared toward students in the health science fields and covers human pathogens and their control and the immune response. Laboratory exercises cover microbial diversity and techniques used to identify bacteria. One three-hour laboratory period per week with laboratory fee.
PREREQUISITE: None

BIO1301: Principles of Microbiology Laboratory (0)
Laboratory to accompany BIO 1300, Principles of Microbiology. Students will learn techniques of microbial culture, isolation, and specialized staining.
CO-REQUISITE: BIO1300

BIO1400: Biology I (4)
This course is intended for students majoring in biology. It is an introduction to living organisms through the topics of molecular biology, biochemistry, cell biology and genetics. One three-hour laboratory period per week with laboratory fee. PREREQUISITE: None

BIO1401: Biology I Laboratory (0)

This laboratory course accompanies BIO 1400, Biology I. Topics explored in lectures will be demonstrated in a laboratory setting. CO-REQUISITE: BIO1400

BIO1500: Biology II (4)
This course is intended for students majoring in biology. It is an introduction to living organisms through the topics of taxonomy, evolution, the diversity of life and physiology. One three-hour laboratory period per week with laboratory fee. PREREQUISITE: None

BIO1501: Biology II Laboratory (0)
This laboratory course accompanies BIO 1500. The topics covered include evolution, diversity of organisms and ecology. Quantitative analysis is included in some labs. A comprehensive survey of major groups of organisms and their characteristic structures will be investigated. Some introductory ecology is explored which may include one field trip.
CO-REQUISITE: BIO1500

BIO1850: Writing for the Health Professions (1)
This course is designed to instruct students in how to write well on their application essays when they apply to a post-graduate school in the health professions and to learn the types of writing that are normally part of a career in that profession. This course is recommended to sophomores intending to enter the health professions. PREREQUISITES: BIO1400 or CHE1600, and either ENG1202 or ENG1602

BIO2200: Pathophysiology (3)
A study of concepts and information about disease as it occurs in the individual, this course involves the study of pathologies pervading all systems and those unique to specific organ systems. PREREQUISITES: BIO1200, BIO1210, and either BIO1300 or BIO2430, CHE1210 or CHE1600 and CHE1700

BIO2400: Comparative Vertebrate Anatomy (4)
A comparative study of the classes of vertebrates, this course emphasizes the evolution of morphological characteristics. One three-hour laboratory period per week with laboratory fee. PREREQUISITES: BIO1400 and either BIO1500 or BIO1200 and BIO1210

BIO2401: Comparative Vertebrate Anatomy Laboratory (0)
This is a comprehensive survey of vertebrate structure of major vertebrate groups, including tissues and organs of body systems. Representatives of jawless fishes, cartilaginous fishes, bony fishes, amphibians and mammals are studied by observing tissues, organs and through dissection. Some quantitative measurements are studied. Vertebrate diversity is studied, including past and present groups. CO-REQUISITE: BIO2400

BIO2410: Animal Histology (4)
This course includes a comprehensive presentation of mammalian microscopic anatomy. The organization of tissues, organs and organ systems will be examined. One three-hour laboratory period per week with laboratory fee. PREREQUISITES: BIO2400 or BIO1200 and BIO1210

BIO2411: Animal Histology Laboratory (0)

Laboratory to accompany BIO 2410 Animal Histology. Students will examine the microscopic structure of mammalian cells and tissues. CO-REQUISITE: BIO2410

BIO2430: Microbiology (4)
The student will study the biology of representative microorganisms and viruses with emphasis on prokaryotic structure, metabolism, genetics and diversity. Food microbiology is also covered. The laboratory focuses on the diversity and identification of bacteria. One three-hour laboratory period per week with laboratory fee. PREREQUISITES: CHE1210 or CHE1600 and CHE1700 (CHE1210 and CHE1700 may be taken concurrently with BIO2430) and either BIO1200 and BIO1210, or BIO1400

BIO2431: Microbiology Laboratory (0)
Laboratory course to accompany BIO 2430, Microbiology. Topics explored in lectures will be demonstrated in a laboratory setting. Students will learn techniques of microbial culture, isolation, and specialized staining. CO-REQUISITE: BIO2430

BIO3150: Review of Basic Science (1)
This course is designed as a review of basic sciences topics for students who intend to apply to a health professional school, including medical school, dental school, veterinary school, physician's assistance programs and graduate programs focusing on a field with impacts on human health. The intent of the course is to provide a refresher course for advanced students who may require knowledge of basic science in order to advance to professional school. This course is recommended to juniors and seniors who have completed at least two years of introductory science courses and intend to enter the health professions. PREREQUISITES: CHE1600 and minimum status as a junior.

BIO3200: Human Functional Anatomy (3)
This course introduces the student to basic concepts of kinesiology, biomechanics and anatomy as applied to human motion. Primary areas of study will include the foundations of kinesiology, functional anatomy, posture, gait, and motion analysis. PREREQUISITE: BIO1200, BIO1210, (or concurrent enrollment in BIO1210), PHY 1600, or permission of instructor.

BIO3400: Cell Biology (4)
This course is an ultrastructural examination of cellular organelles, with emphasis placed on molecular activity and the communication between the internal and external environments of the cell. One three-hour laboratory per week with laboratory fee. PREREQUISITE: BIO1400, CHE1600 and CHE1700, or permission of instructor

BIO3401: Cell Biology Laboratory (0)
Laboratory course to accompany BIO 3400, Cell Biology. Topics explored in lectures will be demonstrated in a laboratory setting. CO-REQUISITE: BIO3400

BIO3410: Immunology (4)
The principles of immunology are presented, including the general properties of the immune response, lymphocyte specificity and activation, immune-genetics, antigen-antibody interactions, congenital and acquired immune-deficiencies, the functions of cytokines and serology. The laboratory includes exercises and experiments illustrating the lecture topics. One three- hour

laboratory period per week with laboratory fee. PREREQUISITES: BIO1400, BIO1500, either BIO1300 or BIO2430, CHE1600 and CHE1700 or permission of the instructor.

BIO3411: Immunology Laboratory (0)
Laboratory course to accompany BIO 3410, Immunology. Topics explored in lectures will be demonstrated in a laboratory setting. CO-REQUISITE: BIO3410

BIO3420: Comparative Embryology (4)
This course presents the general principles and concepts of comparative vertebrate embryology accompanied by an evaluation of pertinent advances in developmental biology. One 3 -hour laboratory period per week with laboratory fee. PREREQUISITES: BIO2400 or BIO1200 and BIO1210

BIO3421: Comparative Embryology Laboratory (0)
The structure of animal embryos is investigated including the stages of development of the sea urchin, frog, chicken and humans. Additional vertebrates and invertebrates are investigated to a lesser extent and all included organisms are compared. Experiments investigating the conditions that regulate developmental stages are performed. CO-REQUISITE: BIO3420

BIO3430: Animal Physiology (4)
Physiological control mechanisms are examined on cellular and organismal levels. Emphasis is placed on the relationship of structure to function, and the role of underlying regulatory processes. One three-hour laboratory period per week with laboratory fee. PREREQUISITES: BIO2400 or BIO1200 and BIO1210; CHE1600, CHE1700, or permission of the instructor

BIO3431: Animal Physiology Laboratory (0)
Laboratory course to accompany BIO 3430, Animal Physiology. The laboratory includes experiments and exercises illustrating principles of homeostasis, muscle action, nerve transmission, cardiovascular function, fluid balance, and sensory function. CO-REQUISITE: BIO3430

BIO3440: Ecology (4)
This course covers the fundamental concepts of how organisms interact with each other and with their environment. There is use of taxonomy and practice in finding key characteristics of organisms to focus on keying and identifying organisms in the lab and in the field. Also, quantitative analysis of data is performed regarding basic ecological concepts in the lab, in the field and through the use of software. One three-hour laboratory period per week with laboratory fee and three field trips per semester. PREREQUISITES: BIO1400 and BIO1500

BIO3441: Ecology Laboratory (0)
Laboratory to accompany BIO 3440, Ecology. Topics covered include identification of organisms and field sign; using dichotomous keys; competition and carrying capacity; animal behavior; water and soil analysis and basic sampling techniques. Some field trips are included to investigate some aspects of both aquatic and terrestrial ecosystems. CO-REQUISITE: BIO3440

BIO3450: Genetics (4)

This course covers the principles of genetics from Mendel to modern genetic techniques used in biotechnology. One three-hour laboratory period per week with laboratory fee. PREREQUISITES: BIO1400, BIO1500, either BIO1300 or BIO2430, and CHE1600, CHE1700

BIO3451: Genetics Laboratory (0)
Laboratory course to accompany BIO 3450, Genetics. Topics explored in lectures will be demonstrated in a laboratory setting. Emphasis will be placed on problem-solving applicable to modern genetics. CO-REQUISITE: BIO3450

BIO3460: Environmental Microbiology (4)
A study of the activities, interactions and distribution of microorganisms in the environment, this course emphasizes the biogeochemical cycles, importance of microorganisms in ecosystems and microbial biodegradation of pollutants and other substances. The laboratory will introduce students to the techniques of isolation, identification and enumeration of microbes from nature. One three-hour laboratory period per week with laboratory fee. PREREQUISITES: BIO1300 or BIO2430, BIO3440, CHE1600, CHE1700

BIO3461: Environmental Microbiology Laboratory (0)
Laboratory course to accompany BIO 3460, Environmental Microbiology. Topics explored in lectures will be demonstrated in a laboratory setting. One three- hour laboratory period per week with laboratory fee.CO-REQUISITE: BIO3460

BIO 3470: Virulence in Microbial Pathogens (4)
This course introduces the student to virulence factors in microbial pathogens. Topics examined include microbial structures and their relationship to basic mechanisms of bacterial pathogenesis; structure, function, and genetics of bacterial toxins; and host resistance and immunity. Antimicrobial compounds, vaccines, and mechanisms of antimicrobial resistance will be covered. The course will also discuss pathogenic organisms of major public health importance, diseases caused, and their epidemiology. One 3-hour laboratory period per week with laboratory fee. PREREQUISITE: BIO1300or BIO 2430, or permission from instructor

BIO 3471 Virulence in Microbial Pathogens Lab (0)
Laboratory to accompany BIO3470. Laboratory exercises will cover molecular, genetic, and biochemical approaches to characterize and identify disease-causing agents. CO-REQUISITE: BIO3470

BIO3800: Special Topics (1-4)
This course provides an opportunity for the Biology department to present varied topics of interest in modern biological science. It allows for an advanced treatment of topics introduced in foundation coursework. The course is listed for variable credit to allow for flexibility of topic selection and the option to run the course with a laboratory component. It is likely to run most frequently as either a 3 credit lecture/discussion or a 4 credit lecture/discussion/lab course. Laboratory hours, credits and fees will be determined by topic. PREREQUISITES: BIO1400 and BIO1500 and Permission of instructor

BIO4030: Molecular Biology (4)

This course explores the foundations of molecular biology and surveys many applications of molecular biology in academic, medical, industrial and agricultural fields. Throughout the course, ethical and social concerns related to these applications are highlighted. The laboratory portion of the course emphasizes hands-on training in recombinant DNA techniques and computational analysis of data. Recent advances in large-scale genomic sequencing, whole-genome functional analysis, computational molecular biology and bio-informatics topics are also covered. One three-hour laboratory period per week with laboratory fee. PREREQUISITES: BIO1400, BIO1500, CHE1600 and CHE1700. BIO3450 is recommended

BIO4031: Molecular Biology Laboratory (0)
Laboratory course to accompany BIO 4030, Molecular Biology. Topics explored in lectures will be demonstrated in a laboratory setting. CO-REQUISITE: BIO4030

BIO4200: Wildlife Biology and Conservation (4)
This course will introduce the student to the biology of wildlife management, including a brief history of conservation management and current issues in wildlife management. The primary emphasis is on techniques used in the study of vertebrate populations and their interactions with humans. Principles of vertebrate population ecology/dynamics will be investigated. One three-hour per week laboratory with laboratory fee. PREREQUISITES: BIO1400 and BIO1500 or permission of instructor

BIO4201: Wildlife Biology and Conservation Laboratory (0)
This lab will require students to learn and apply field and lab techniques common in the field of wildlife biology such as mark and capture techniques, radio telemetry, chemical immobilization and necropsy procedures. Field trips and review of current literature in applied techniques will be included. CO-REQUISITE: BIO4200

BIO4220: Vertebrate Zoology (4)
This course involves the in-depth study of the classes of vertebrates with emphasis placed on morphological and physiological grades of organization. The evolution, geographic distribution and taxonomy of local vertebrates are also stressed. Independent student investigations will be designed, performed and presented. One three-hour laboratory period per week with laboratory fee. PREREQUISITE: BIO2400, restricted to juniors and seniors majoring in biology.

BIO4221: Vertebrate Zoology Laboratory (0)
Laboratory course to accompany BIO 4220. Topics explored in lectures will be demonstrated in a laboratory setting. CO-REQUISITE: BIO4220

BIO4350: Evolution (3)
Mechanisms of variation and adaptation in individuals and populations will be examined with emphasis on historical and current concepts of speciation and systematics. PREREQUISITES: BIO2400, BIO1300 or BIO2430, minimum junior standing as a biology major, human biology major, or permission of instructor.

BIO4698: Directed Study (3)

Students wishing to pursue directed study in advanced or specialized areas in any of the 3000-level courses may do so with departmental permission. A thesis and final oral presentation is required. Laboratory work within the area of independent studies may be pursued under the provisions of BIO4833 or BIO4834 with laboratory fee. PREREQUISITE: Permission of the department chair.

BIO4798: Directed Study (3)
This is a continuation of BIO4698. PREREQUISITE: BIO4698

BIO4803: Senior Seminar in Biology (3)
The student will present seminars on current topics of biological research. Oral presentation techniques will be emphasized and a term paper is required. PREREQUISITE: Restricted to seniors majoring in biology.

BIO4804: Senior Seminar in Human Biology (3)
The student will present seminars on current topics of biological research. Oral presentation techniques will be emphasized and a term paper is required. PREREQUISITE(S): Restricted to seniors majoring in human biology.

BIO4833: Research Problems (1-4)
Biology majors will have the opportunity to conduct supervised research on individual research problems or to assist faculty in their research. Laboratory hours, credits and fees will be determined on an individual basis. A research paper and presentation is required. PREREQUISITE: Permission of Department Chair.

BIO4834: Research Problems (1-4)
This is a continuation of BIO4833. Laboratory hours, credits and fees will be determined on an individual basis. PREREQUISITE: BIO4833

Business

BUS1407: Business Communications (3)
This course provides students with the tools and techniques to effectively communicate and present reports and ideas in the business environment. Included in the course is the proper construction of business reports, letters, memos and other communiques. Also included is the proper construction of a business presentation complete with visual aids (presentation tools such as PowerPoint). The course also provides the student with the use of information research techniques to find, analyze and evaluate published business information and properly cite references. The student is given the opportunity to develop a recommendation to a business scenario and present it both in writing and orally. PREREQUISITES: ENG1201, ENG1202

BUS3000: Business Law (3)
This course introduces students to the fundamentals of law and the legal system as these apply to business transactions. Specific topics covered in the course are: contracts, agency, intellectual

property rights, negotiable instruments, forms of business ownership, personal property and real property. PREREQUISITE: Junior or senior status

BUS4899: Business Internship (1-12)
The object of the internship program is to give the student practical experience in a corporate, government, or other non-profit organization. Intern assignments should match the student's future vocational plan. Coursework include, but are not limited to, an introductory paper discussing what the student expects to learn in this setting, instead of the classroom, and a final paper summarizing the internship experience. The course credits vary from 1-12 academic hours. Credits awarded will be determined by the number of hours actually worked in the organization. This course may be repeated for additional credit. PREREQUISITES: Business major or minor, preferably of junior or senior status or with the approval of the instructor and division chair.

Chemistry

CHE1100: Chemistry and Society I (4)
This course is an introduction to some basic concepts in chemistry in the context of major issues of concern in today's world. Topics related to the environment will be covered and include: the chemistry of air pollution, ozone depletion, the greenhouse effect and climate change, energy, acid rain and water pollution. The laboratory presents experiments that support the topics discussed in class to illustrate how chemistry is practiced and to demonstrate how chemists solve problems. The course is intended for non-science majors and may be used to satisfy the general education requirement for scientific awareness. PREREQUISITE: None

CHE1101: Chemistry and Society I Laboratory (0)
This is the laboratory to accompany CHE1100, Chemistry and Society I. Basic laboratory techniques in chemistry will be covered in experiments to complement the topics explored in classroom lectures. One two-hour laboratory session per week with laboratory fee. CO-REQUISITE: CHE1100

CHE1110: Chemistry and Society II (4)
This course is an introduction to some basic concepts in chemistry in the context of major issues of concern in today's world. Topics related to the health and well-being of humans will be covered and include plastics and polymers, nutrition, medicines and drugs, genetic engineering and DNA, forensic chemistry and art and science. The laboratory presents experiments that support the topics discussed in class to illustrate how chemistry is practiced and to demonstrate how chemists solve problems. The course is intended for non-science majors and may be used to satisfy the general education requirement for scientific awareness. PREREQUISITE: None

CHE1111: Chemistry and Society II Laboratory (0)
This is the laboratory to accompany CHE1110, Chemistry and Society II. Basic laboratory techniques in chemistry will be covered in experiments to complement the topics explored in classroom lectures. One two-hour laboratory session per week with laboratory fee. CO-REQUISITE: CHE1110

CHE1200: Introduction to Chemistry (4)
This course surveys the fundamentals of chemical science, including the structures of elements and compounds, states of matter, properties of some important substances and the chemistry of aqueous solutions. The laboratory introduces the use of basic chemical apparatus in observing chemical phenomena and making scientific measurements. This course is not accepted toward a science major. PREREQUISITE: None

CHE1201: Introduction to Chemistry Laboratory (0)
This is the laboratory to accompany CHE1200, Introduction to Chemistry. Experiments that complement the lecture material will be performed. One three-hour laboratory per week with laboratory fee. CO-REQUISITE: CHE1200

CHE1210: General, Organic and Biological Chemistry (4)
This course provides the basic principles of inorganic and organic chemistry and an introductory understanding of the basic biological molecules that make up the cell, along with the biochemical reactions that allow it to function. General chemistry topics include ionic and molecular compounds, properties of liquids and solutions and acids and bases. The organic chemistry material includes the basic principles of the major families of organic compounds, their properties, nomenclature of simple organic compounds and chemical reactions. The biological portion presents topics in proteins and amino acids, enzyme and coenzyme chemistry, carbohydrates, nucleic acid and lipids, and a simple description of metabolism. This is a one-semester course intended primarily for nursing majors. PREREQUISITES: CHE1200 or a recent high school chemistry course.

CHE1211: General, Organic and Biological Chemistry Laboratory (0)
This is the laboratory to accompany CHE1210, General, Organic and Biological Chemistry. Experiments that complement the lecture material will be performed. One three-hour laboratory per week with laboratory fee. CO-REQUISITE: CHE1210

CHE1600: General Chemistry I (4)
This course presents fundamental principles of chemistry including a study of atomic and molecular structure, the states of matter, nomenclature, stoichiometry, types of reactions, gas laws and thermochemistry. It is an introductory course for science majors and is the course required for admission to professional schools in the health sciences. It may also be used to satisfy the college's general requirement in science. CO-REQUISITE: CHE1602 PREREQUISITE: MAT1840 or concurrent enrollment in MAT1840

CHE1601: General Chemistry I Laboratory (1)
This course covers the basic laboratory techniques in general chemistry and illustrates chemical principles through laboratory experiments. One three-hour laboratory session per week with a laboratory fee. CO-REQUISITE: CHE1600

CHE1602: General Chemistry I Review (0)
This is the recitation period accompanying CHE1600, General Chemistry I. CO-REQUISITE: CHE1600

CHE1700: General Chemistry II (4)
This course includes a study of important aspects of chemistry, including Lewis structures and molecular geometry, intermolecular forces, crystal structure, chemical kinetics, acids and bases, equilibrium, thermodynamics, electrochemistry and the chemistry of aqueous solutions. CO-REQUISITE: CHE1702 PREREQUISITE: CHE1600

CHE1701: General Chemistry II Laboratory (1)
This course involves instruction in further laboratory techniques appropriate to the growing competence of the students, and encourages exploration of the chemical principles being discussed in lecture through the use of laboratory experiments. One three-hour laboratory session per week with a laboratory fee. CO-REQUISITE: CHE1700

CHE1702: General Chemistry II Review (0)
This is the recitation period accompanying CHE1700, General Chemistry II. CO-REQUISITE: CHE1700

CHE2200: Introduction to the Scientific Literature (1)
This course provides an introduction to the ways scientists communicate their theories and findings including scientific journals, seminars, poster sessions, etc. Students will assess the quality of journal articles, write papers in the scientific idiom and make oral presentations. The library and computer databases will be covered. PREREQUISITE: CHE1600 or permission of the instructor

CHE2400: Organic Chemistry I (3)
This course is an integrated study of the bonding and structure of organic compounds with emphasis on reaction types, reaction mechanisms and synthesis; the chemistry of hydrocarbons and alcohols is covered in depth. PREREQUISITE: CHE1700

CHE2401: Organic Chemistry I Laboratory (1)
This laboratory course teaches students a suite of basic techniques for the preparation and identification of organic compounds, including extraction, multiple distillation techniques, thin layer chromatography, gas chromatography, polarimetry, IR spectroscopy, refractive index, various purification methods, and others. One three-hour laboratory session per week with a laboratory fee. CO-REQUISITE: CHE2400

CHE2500: Organic Chemistry II (3)
This course introduces the common techniques of organic spectroscopy before moving on to the chemistry of important functional groups including as ketones, aldehydes, amines, carboxylic acids and their derivatives, ethers, epoxides, aromatic compounds and others. PREREQUISITE: CHE2400

CHE2501: Organic Chemistry Laboratory II (1)
This course builds on the students' increasing understanding of the laboratory techniques of Organic Chemistry to explore the chemical principles being covered in the co-requisite lecture (CHE2500). Experiments may include the synthesis of polymers, azo dyes, or other molecules of

interest, Friedel-Crafts Acylation, quantitative analysis of S_NAr reactions, or others. One three-hour laboratory session per week with a laboratory fee. CO-REQUISITE: CHE2500

CHE2600: Analytical Chemistry (4)
This course presents a comprehensive examination of electrolytic solutions, including acid-base, oxidation-reduction and solubility equilibria and provides an introduction to modern analytical methods. PREREQUISITE: CHE2500

CHE2601: Analytical Chemistry Laboratory (0)
This laboratory course consists of the analysis of representative inorganic unknowns by gravimetric, volumetric, and spectroscopic methods. One three hour laboratory session per week with a laboratory fee. CO-REQUISITE: CHE2600

CHE3400: Physical Chemistry I (3)
A mathematical approach to chemical laws and theories is presented, including a study of the properties of gases, chemical thermodynamics, chemical equilibrium, phase equilibrium and electrochemistry. PREREQUISITES: CHE1700 and MAT2500

CHE3401: Physical Chemistry Laboratory I (1)
The student will conduct experiments that illustrate the application of fundamental laws to actual systems. Formal reports are required. One three-hour laboratory session per week with a laboratory fee. CO-REQUISITE: CHE3400

CHE3500: Physical Chemistry II (3)
This course is a study of chemical kinetics and an introduction to quantum mechanics and statistical mechanics with applications to chemical systems. PREREQUISITE: CHE3400

CHE3501: Physical Chemistry Laboratory II (1)
The student conducts experiments that elucidate the physical behavior of chemical systems, particularly with respect to the principles being covered in the co-requisite lecture (CHE3500). One three-hour laboratory session per week with a laboratory fee. PREREQUISITE: CHE3401 CO-REQUISITE: CHE3500

CHE3600: Advanced Inorganic Chemistry (3)
Studies of atomic and molecular structure are applied to representative non-metal compounds and coordination compounds and topics of current interest such as inorganic reaction mechanisms, catalysis, solid-state and bioinorganic chemistry are covered. PREREQUISITE: Four semesters of college chemistry

CHE3601: Advanced Inorganic Chemistry Laboratory (1)
This laboratory course is the study of the synthesis of inorganic compounds and their characterization by chromatographic and spectrophotometric methods. One three-hour laboratory session with laboratory fees. CO-REQUISITE: CHE3600

CHE3650: Spectroscopy of Organic Compounds (3)

This course is a study of the modern spectroscopic techniques used to characterize organic compounds, including nuclear magnetic resonance, mass spectrometry, UV and IR spectroscopy. PREREQUISITE: CHE2500

CHE3651: Advanced Organic Laboratory Techniques (1)
This laboratory course explores the synthesis, separation, purification and characterization of organic compounds using various advanced techniques. One three-hour laboratory session with a laboratory fee. PREREQUISITE: CHE2501 CO-REQUISITE: CHE3650

CHE4050: Instrumental Analysis (4)
This course examines the theory and instrumentation of optical electro-chemical and chromatographic methods of chemical analysis in current use in industry and research. PREREQUISITE: CHE2600 or permission of the instructor.

CHE4051: Instrumental Analysis Laboratory (0)
This is the laboratory course that accompanies CHE4050, Instrumental Analysis. Experiments will be performed that support the topics covered in lecture. One three-hour laboratory session per week with laboratory fees. CO-REQUISITE: CHE4050

CHE4100: Medicinal Chemistry (3)
This course introduces students to the application of organic chemistry in medicine, particularly the characteristics and design of pharmaceuticals and their behavior in the body. Topics from biochemistry are introduced as needed. Pharmacokinetics and pharmacodynamics are covered, and an introduction is given to the formulary common to U.S. medical practice. This course is intended principally for students planning to go on to graduate education in the health sciences. PREREQUISITE: CHE2400

CHE4200: Biochemistry I (3)
This course examines the structure and function of the principal molecular components of living systems, including proteins, nucleic acids, carbohydrates and lipids. The study of enzyme function and catabolism is also included. PREREQUISITE: CHE2500

CHE4201: Biochemistry I Laboratory (1)
This course is an introduction to methods of studying biomolecules. Techniques for the purification and analysis of DNA, proteins, carbohydrates and lipids are explored along with some chemical reactions commonly used to manipulate these molecules. One three-hour laboratory session per week with laboratory fees. PREREQUISITE: CHE2501, CO-REQUISITE: CHE4200

CHE4300: Biochemistry II (3)
This course examines the control of enzymes and their kinetics, biochemical signaling processes and energy metabolism. Other topics may be explored such as photosynthesis, the physiology of fuel metabolism and others. PREREQUISITE: CHE4200

CHE4301: Biochemistry II Laboratory (1)
Students build on their growing command of the biochemistry laboratory techniques by starting with a bacterial culture and isolating, purifying and characterizing the kinetics and inhibition of

the organism's enzymes. Other experiments will cover methods for studying the metabolism of intact cells and cell organelles. One three-hour laboratory session per week with laboratory fees. PREREQUISITE: CHE4201 CO-REQUISITE: CHE4300

CHE4600: Physical Biochemistry (3)
The principles of physical chemistry will be applied to systems of biochemical interest, including a study of the solution properties, transport and thermodynamic and optical properties of biochemical systems. PREREQUISITE: CHE3400 or permission of instructor

CHE4601: Physical Biochemistry Laboratory (1)
This laboratory course involves the experimental study of the structure and physical properties of biochemical systems through techniques such as absorption and fluorescence spectroscopy, optical rotation, gel chromatography, electrophoresis, osmosis and viscosity measurements. One three-hour laboratory session per week with laboratory fees. CO-REQUISITE: CHE4600

CHE4698: Directed Study (3)
The student will conduct individual laboratory or theoretical work under the supervision of a staff member. Laboratory hours and fees will be arranged on an individual basis. PREREQUISITE: Permission of the instructor.

CHE4840: Senior Seminar (2)
In this course, each student conceives, develops, and carries out a laboratory research project in the area of chemistry or biochemistry. The investigation will be an extension of techniques and skills acquired in previous chemistry courses, ending with a written research paper and oral presentation. This course serves as the culminating experience for the biochemistry and chemistry majors. PREREQUISITE: This course is limited to biochemistry and chemistry majors in their senior year.

CHE4841: Senior Seminar Laboratory (0)
This is the laboratory course accompanying CHE4840, Senior Seminar. One three-hour laboratory session per week with laboratory fees. CO-REQUISITE: CHE4840

CHE4899: Internship (3)
Student internships provide professional learning experiences in positions relevant to the field of chemistry. Credit assignments will be determined on an individual basis. PREREQUISITE: Permission of the department chair

CHE4900: Chemistry Research (1-6)
This course is designed for a student, working with a faculty member, to develop, plan and execute an individualized laboratory research project in biochemistry or chemistry. The student and faculty member will hold, minimally, one meeting per week to discuss the student's progress on the project. At the end of the semester the student will submit a written research paper and give an oral presentation to the members of the department. The course may be taken a maximum of two times for a maximum of 6 total credits. Lab fee required. PREREQUISITE: Junior or Senior status only, with at least 4 semesters of chemistry and permission of the Chair.

Communication

COM1201: Introduction to Journalism I (3)
An introduction to the basics of print Journalism, including reporting, editing, newsroom management, news judgment, news writing and an overview of ethical and legal concerns. Students will analyze the way different local media cover breaking and feature news. The course provides the basic skills required for identifying, gathering, writing and editing news stories for newspapers. CO-REQUISITE: ENG 1100, ENG1201 or ENG1601 or permission of instructor

COM1202: Introduction to Journalism II (3)
Building on the skills taught in COM1201, students will learn to develop news sources, cover beats, such as the courts and local politics and write feature length news stories including breaking news, obituaries and government. Students will learn the rights of reporters and use of the Freedom of Information Act to gain access to public records. PREREQUISITE: COM1201

COM1212: Introduction to Video Production (3)
This course is based on the theoretical and practical exploration of design and production techniques for video as a medium of communication. Students will learn the basics of video production - the use of digital video cameras, rules for shooting professional level video, and techniques for storytelling through the use of moving pictures. PREREQUISITE: None

COM1281: Introduction to Mass Communication (3)
Students will study theories of mass communication and the role that mass communicators play in modern society. The rise of print and electronic media will be discussed in detail. Special attention will be given to the rights, responsibilities and practices of mass media and merging trends. PREREQUISITE: None

COM1400: Introduction to Broadcasting (3)
This course provides a practical overview of the broadcast industry, and the opportunity to explore and develop the skill set required to work in the industry. Students will learn the relationships and roles utilized within broadcasting; the impact of digital and social media on the broadcasting industry; first amendment principles and other major regulatory and ethical issues effecting the broadcast industry; current trends, events and career paths related to the industry. Students will acquire a basic knowledge of radio and television equipment. Using state-of-the-art software and hardware, students will produce content for radio, television, and the internet. Students will work individually and collaboratively on projects, including the production of a 30-minute "AIC News" newscast designed, produced and executed exclusively by students enrolled in this course. PREREQUISITE: None

COM1410: Digital Photography I (3)
Fundamental visual art principles constitute the basis of effective visual communication. The hands-on course explores these fundamentals while applying the creative approaches unique to digital photography. Students learn how to use advanced digital cameras, archive their images

and create online portfolios. In addition, students will develop a framework to analyze and evaluate photographs, whether created by themselves or others. Laboratory fee charged. PREREQUISITE: None

COM2200: Information and Technology (3)
This course will provide students with the foundational knowledge and skills in the use of library resources and common computer tools. It will be broad enough in scope to enable students to continue learning independently as well as to build discipline-related knowledge and skills both within and beyond the college curriculum. Legal and ethical considerations will be addressed. PREREQUISITE: ENG1202 or ENG1602

COM2220: Classic Films of Sci-Fi, Horror and the Super Natural/Occult (3)
An appreciation and examination through lecture and discussion of classic science fiction, horror and supernatural/occult films. Will focus on legendary directors, actors, composers and special effects technicians from the 1920's through recent release. Screened films will include: 'The Lost World' (1925), 'King Kong' (1933), James Whale's 'Frankenstein' (1931), 'The Invisible Man' (1933), Todd Browning's 'Dracula' (1931) and 'Freaks' (1932), 'Nosferatu' (1922), 'The Thing' and 'The Day the Earth Stood Still' (both 1950's), 'The Ghost and Mrs. Muir' and 'Blithe Spirit' (both 1940's), 'M' (1931), 'The Cabinet of Dr. Caligari' (1919), 'Rosemary's Baby' (1968), The British classic thrillers, 'Rebecca' (1940) and 'Dead of Night' (1945) and 'Dr. Jekyll and Mr. Hyde' with Barrymore, March or Tracey. PREREQUISITE: None

COM2401: Radio Programming and Production (3)
With the advent of the Internet, iTunes and satellite radio, this class will illustrate the varied ways in which we consume radio, and the varied ways that it is delivered to us. This course provides students with the production techniques and programming applications necessary to work at a music radio station. In addition, how to produce content for distribution over the internet (podcasting). Students will study the relationships and roles utilized in radio broadcasting, along with their relationship with listeners and advertisers. Using state of the art digital audio recording and editing systems, students will gain hands-on experience. Student training includes writing and producing station liners, stagers and positioning statements, radio ads, show scripts and rundowns, as well as discussion of taste and sensibility issues, FCC requirements, interpreting ratings data and developing an on-air personality. PREREQUISITE: None

COM2411: Digital Photography II (3)
This course builds on and deepens work with the fundamental visual art principles introduced in Digital Photography I. Students will employ advanced techniques using digital cameras and the college's digital darkroom (Adobe Photoshop). Students will enhance their online portfolios, as well as create hands-on communication projects that benefit the college community. The framework for analyzing and evaluating images will be expanded. Laboratory fee charged. PREREQUISITE: COM1410

COM2460: History of Photojournalism (3)
This course is a survey of photojournalism, tracing the development from Civil War origins to contemporary practice. Changes in photographic technology and the resulting impact on the craft

will be examined. Students will discuss the role of photojournalists who record history in a society built on images. PREREQUISITE: ENG1201 or ENG1601 or permission of instructor.

COM2500: Newspaper/Publishing Lab (1)
Students will learn the skills necessary to produce editions of the college newspaper (bi-monthly) as well as additional publications including the Criterion literary magazine, print flyers and advertising utilizing the Mac In Design package which includes Photoshop, In Design (layout and design) and other graphic applications. This course would be required for students working on the Yellow Jacket. PREREQUISITE: None

COM2501: Video Laboratory (1)
Students will learn the skills necessary to produce television and other video projects at professional standards. The college is aggressively pursuing opportunities to broadcast and/or cablecast college events ranging from sports, campus events, video on demand, as well as developing additional TV content. Students will participate in these projects as videographers, writers, editors, directors and lighting and sound technicians. No more than 3 credits of this course may be applied towards the Communication or New Media Major. PREREQUISITE: COM1212

COM2502: Broadcasting Laboratory (1)
Students will learn the skills necessary to produce professional quality radio programming including production values, building personality through bumpers, liners and station IDs; as well as practice in digital audio editing. PREREQUISITE: COM1400

COM2503: New Media Lab (1)
This laboratory is designed to facilitate hands-on training using various forms of media technology. This lab will support department efforts related to non-traditional media outlets. This course may be taken three times. PREREQUISITES: Junior or Senior status and permission of the Instructor.

COM2630: Writing for Media (3)
An introduction to the basic principles and techniques of writing for the media. Formats include informational, persuasive and entertainment content for a variety of audiences across multi-media. Students will write copy for traditional media such as radio, TV, and print, as well as for screen media such as blogs, wikis, and websites. Students will write copy for news (print and broadcast), the web, advertising, public relations, television and the screen as well as personal and professional correspondence. PREREQUISITE: None.

COM2700: Radio Storytelling (3)
On radio and podcasts, audio can tell powerful and compelling stories. In this course, students will learn how to tell stories in sound utilizing the techniques of radio production and reporting. Topics that will be covered include: writing for radio, interviewing, field recording, narration and audio editing. In addition to production exercises, students will listen to and discuss work from leading producers from across the country. PREREQUISITE: None

COM2870: Writing Television Comedy (3)

This course examines television comedy with an emphasis on writing scripts for half hour sitcoms and shorter format comedies. PREREQUISITE: ENG1202 or ENG1602

COM3200: Film as Literary Narrative (3)
In this course, the basis of our study is comprised of the careful viewing and detailed intensive analysis of five (5) contemporary American classics. Students analyze technique and content, as well as artistic vision, linking dramatic action to technical elements that define film as an art form. PREREQUISITE: None

COM3201: Public Relations (3)
Students will explore theories of Public Opinion, Mass Communication and Audience Research and apply that learning toward creating targeted messages in media such as print, direct mail, broadcast and cable television, web and mobile applications. PREREQUISITES: COM2630

COM3240: Media Law and Ethics (3)
This course covers the rights and responsibilities of mass media practitioners such as reporters, editor, etc., as well as the impact of conglomeration on mass media. This course looks at the values of those who work in the news business and the moral dilemmas they face in an increasingly complex and litigious society. The course includes lectures, case studies and guest speakers. Topics covered include privacy and an overview of libel law and the impact of conglomeration on the news business in general. PREREQUISITES: ENG1202 or ENG1602

COM3260: Introduction to Screen Writing (3)
This course will teach students how to write screenplays. Topics covered include plot and story development, concept and character. Students will be required to complete the first act of a feature length screenplay as part of their coursework. Other topics include writing for television and marketing screenplays. PREREQUISITE: Permission of the instructor.

COM3261: Interactive Media (3)
Students will develop digital multimedia projects in mass interactive communication. This course will expose students to the basics of interaction design and user experience. The purpose of this course is for students to produce interactive, multimedia projects. In the process, students will use their individual writing, reporting, photographic and audio/video skills to develop a concept, map the user journey, produce separate elements, prototype an interface, and finally assemble the project. This project will include text, graphics, photos, audio and video. Laboratory fee charged. PREREQUISITES: COM1410, VDA2631, COM2630

COM3290: Great Directors (3)
One approach to cinematic studies is to consider the films of certain recognized great directors. Among the directors to be considered in this course are Alfred Hitchcock, Spike Lee and Francois Truffaut. PREREQUISITE: None

COM3402: Investigative Reporting (3)
Students learn how to research and write investigative journalistic pieces. Particular attention will be paid to sources, public records and global searches, as well as privacy and ethical issues.

Students will be required to write a lengthy investigative reporting project. PREREQUISITES: COM1201, COM1202

COM3410: Sports Writing (3)
This course presupposes the student's ability to write clear and concise stories of publishable quality under deadline pressure. Topics covered include the elements of a good sports story, newspaper, television and radio coverage and developing sources of sports information. Topical sports issues such as salary caps, women's sports and pseudo-sports such as the WWE will be discussed. Students will also explore participatory sports such as fishing and are free to pursue their own sports interests in print and broadcast media. PREREQUISITE: None

COM3450: Feature and Opinion Writing
Students will learn to write feature stories and opinion pieces for newspapers and magazines. In addition to learning the elements of good feature and opinion writing, this course shows how to take story ideas and turn them into published articles for newspapers, magazines and literary journals. Current feature and opinion stories will be discussed. Students will write a minimum of 15 pages (4500 words) in the genres. PREREQUISITE: None.

COM3462: Advanced Photography (3)
This course cultivates the development of a student's personal photographic style. Students will consciously explore a range of genres, such as nature photography, abstract photography, commercial photography and landscape photography. Students will also investigate a variety of tools, ranging from shooting film to using studio lighting. Culminating projects that benefit the college community will be created. Lab fee charged. PREREQUISITES: COM1410 and COM2411

COM3493: History of Cinema (3)
The cinema has emerged as one of the most powerful socializing forces in modern society. This survey course traces the development of modern film in the 20th Century. PREREQUISITE: None

COM3500: Reviewing the Arts (3)
Students will learn to critique television, film, theater, music, dance, art and photography. Students will review plays, movies and television programs or other art and entertainment forms each week, developing the skills needed to write professional reviews. In addition to learning the necessary terminology, print and media reviews will be analyzed. PREREQUISITE: None

COM3600: Seminars in Communication: Women in Media (3)
The department offers a wide range of special interest seminars on topics in Communication ranging from African roots in contemporary music to the role of Women in media. PREREQUISITE: None

COM3601: Seminars in Communication: (3)
The department offers a wide range of special interest seminars on topics in Communication ranging from African roots in contemporary music to the role of Women in media. PREREQUISITE: None

COM3661: Advanced Video Production (3)
Building on the skills learned in COM1212, students will write, produce and edit short narrative films, documentaries and feature length, broadcast quality video productions. Laboratory fee charged. PREREQUISITE: COM1212

COM3670: Editing and Producing Video (3)
Students will create, write, produce and edit video content for television and the web. Laboratory fee charged. PREREQUISITE: Permission of the instructor.

COM3680: Communication Research (3)
This course explains the basic concepts of media research. Included are measurement and methodologies for measuring the effectiveness and impact of mass mediated messages (from radio, newspaper and TV to web site hits). Recognition tests, recall and association tests, opinions and attitude ratings, projectile methods, laboratory testing and content analysis are each explained and studied. Research applications focus mainly, but not entirely, on consumers of mass media. Quantitative as well as qualitative methods are discussed in detail. PREREQUISITES: Students must have senior standing.

COM3695: Special Topics Seminars (3)
Periodically, the department offers special seminars in specific timely subject areas. Typically, these are film courses that focus on a special topic such as Independent Films, Documentaries and Film Noire. Although other seminars have been offered from African Music to Women's issues. Students can take different seminars for credit. PREREQUISITE: None

COM3830: Digital Media Applications (3)
The course covers the technical and creative aspects of transmitting converged media across a wide variety of platforms. This course utilizes student's skills in digital video photography, editing, and sound, emphasizing the potential of multiple platform presentation including television, cable, video on demand, the web, apps, and emerging media. Compression, non-linear editing, burning to media such as DVD or CD, and developing seamless interfaces are also taught. Laboratory fee charged. PREREQUISITES: COM1400 or COM2401, COM1410, COM2630, VDA 2613

COM4899: Internships (3)
One of the strengths of the communication program is the close relationship the program enjoys with the local, regional and national media. Communication students are required to take at least three credits of professional learning experience in the media and are encouraged to take as many as 12 credits. Students document their professional learning through a compilation of published stories, radio air checks and television demo tapes; this, combined with their resume and a practice interview, are the basis of the student capstone learning experience in communication. Students have completed internships at 91.9, WAIC, WWLP TV-22, WGGB TV-40, WAQY Rock 102, WHDH and WBZ in Boston and NY1 in New York City. Summer internships can be arranged so that students continue their professional growth during recess and the program already has a proud record of graduates being placed in media jobs. PREREQUISITES:

Permission of the department chair and approval of the dean of the School of Arts, Education and Sciences. PREREQUISITE: None

Criminal Justice

CRJ1400: Introduction to the Criminal Justice System (3)
An introductory survey course designed to provide the student with an overview of the system. Theories of criminal behavior, criminal law and procedures are introduced and studied as they apply to the criminal justice components of law enforcement, the courts and corrections. PREREQUISITE: None

CRJ2224: Corrections (3)
An overview of the correctional system. Topics for study and discussion include historical development, theories of punishment, sentencing structures, the functions of different types of institutions, management techniques and problems in today's correctional operations. This meets the requirement as a writing intensive course in the major. PREREQUISITES: CRJ1400 and ENG1201

CRJ2295: Substance Abuse Issues in Criminal Justice (3)
This course examines the impact of drugs and alcohol use and abuse on the individual, society and criminal justice system. The course will focus on the various categories of abusable substances, their physical and psychological effects and the continuum of treatment modalities used in combating chemical dependency. Because drug and alcohol use account for the single largest category of criminal arrests and convictions in the U. S., specific focus will be on the criminal justice system's responses to drug and alcohol related crimes, law enforcement, innovative treatment approaches and drug testing technologies. PREREQUISITE: None

CRJ2302: Statistics (3)
This course is an introduction to statistical methods as they are used in the social sciences. Both descriptive and inferential statistics are covered, including sampling, probability and hypothesis testing. Specific parametric and non-parametric analyses include analysis of variance, the t-test, Chi-square and correlation. PREREQUISITE: None

CRJ2322: Law Enforcement (3)
This course presents an overview of the development of law enforcement within the criminal justice system. Study and discussions will focus on such topics as police roles and responsibilities, departmental organization and in-depth consideration of the law enforcement functions associated with modern enforcement agencies. PREREQUISITE: CRJ1400

CRJ2350: Criminal Justice Research (3)
This course introduces students to scientific methodology as it is related to criminal justice in order for students to become sophisticated research consumers and producers. This course provides students with an understanding of the methods of research available to criminologists, the connection between theory and data and the ability to comprehend the logic behind statistical

tests of significance. Understanding the development and testing of hypotheses, data collection, data analysis and presentation of findings according to professional standards is the underlying theme of the course. PSY 3615 or SOC 2631 may be substituted for this requirement. PREREQUISITE: CRJ2302

CRJ2421: The Juvenile Justice System (3)
An in-depth look at the juvenile justice system from its historical origins to current practices. Topics include: emerging science and adolescent brain development as it affects a child's decision-making; varied causes of delinquent behavior; how to address violent child behavior that affects public safety in the home or in a community; landmark legal cases; and specific procedures used in the juvenile justice system. PREREQUISITE: None

CRJ2426: Probation and Parole (3)
This course examines the development and professional practice of federal and state probation and parole systems. Emphasis is placed on organization, roles and responsibilities of these systems, as well as the significant impact of court decisions on delivery of services. PREREQUISITES: CRJ1400 and ENG1201

CRJ2451: Legal Aspects of the Criminal Justice System (3)
The course is designed to give an overview of legal principles which provide a framework for the criminal justice system. An analysis of cases and statutes, pertinent to areas under consideration, is emphasized together with a coverage of fundamental aspects of legal research. Areas covered include investigation, initial appearance, arraignment, preliminary examination, trial, guilty pleas or conviction, sentence and release. PREREQUISITE: CRJ1400 Sophomore Status or higher

CRJ2600: Introduction to Security (3)
This course presents a general survey of the major historical, philosophical, and legal basis of security. Professionalism and ethics in security will be addressed. The role of security in the public and private sectors will be discussed. An overview of security systems found in retail, schools, industry, and government agencies will be analyzed. PREREQUISITE: None

CRJ3240: Criminal Procedures (3)
This course examines the rights of those accused of criminal wrongdoing, from the time they become suspects, through incarceration. Topics covered include issues surrounding search and seizure, right of counsel, right against self-incrimination, use of force, right to medical treatment, sentencing guidelines, identification procedures and protection from cruel and unusual punishment. Additionally, topics include court rules governing trial procedures and the roles the defense and prosecuting attorneys play in the adjudication of criminal cases. PREREQUISITE: Junior/Senior status

CRJ3331: Terrorism
This course is designed as an interactive process between the professor and the students in which we discuss: how behaviors acquire the label of being acts of terrorism; forms of terrorism facing cities and towns in the United States; detection and prevention-where have we succeeded, where have we failed; the role of local law enforcement in the federal response to homeland security issues; responsibility of local police to deter crime beyond their own borders; and whether and

why we label certain domestic behaviors as terrorist activities, and the impact doing so has on government response. PREREQUISITES: CRJ1400, CRJ2451 Sophomore status or higher

CRJ3441: Criminal Law (3)
This course explores the body of written law that defines crimes and specifies punishment. Substantive criminal law emphasizes the nature, history and purpose of criminal law, its constitutional limits, general principles of criminal liability, the defenses of justification and excuse and the specific elements of crimes. PREREQUISITE: Sophomore status or higher

CRJ3520: Criminal Investigation (3)
The course will introduce the student to basic criminal investigation theories and techniques. The development of contemporary criminal investigation and criminalistics will be examined, as well as crime specific investigative technology. PREREQUISITE: None

CRJ3530: Victims and Witnesses in the Criminal Justice System (3)
This course focuses on the plight of victims and witnesses of crime from legal, social and psychological perspectives. Topics include the history of victimology, victim experiences, victim's rights and official criminal justice system responses to victims and witnesses. Restorative justice concepts are explored throughout this study. PREREQUISITE: None

CRJ3636: Community Relations and the Criminal Justice System (3)
A course designed to explore the interpersonal expectations and relationships between criminal justice practitioners and community members. The content will focus on basic psychological and sociological principles (including attitudes, perception, self-image, stereotypes, subcultures and rumor), as well as discretion and their application to the interaction between criminal justice practitioners and community members. PREREQUISITES: CRJ1400, also recommended are SOC1100 and PSY1200, Junior/Senior Majors only

CRJ3641: Comparative Criminal Justice Systems (3)
This course compares the U. S. criminal justice system with selected foreign systems. A cross-cultural overview will study the nature, theories and mechanisms for fighting crime and dealing with criminals in different societies. An end goal will attempt to discover innovative ways that may deal with crime in the United States. This meets the requirement as a writing intensive course in the major. PREREQUISITES: CRJ1400, CRJ2322, CRJ2224, CRJ2451, CRJ3240, CRJ3441 and Junior/Senior Majors only.

CRJ3842: Criminology (3)
This course examines the nature and complexity of crime as a social problem. The measurement, techniques of data collection and patterns of crime are explored as well as various classical, biological, psychological and sociological theories of crime causation. Throughout the course, policy implications of the content matter will be considered. SOC2400 or SOC2410 may be substituted for this requirement. PREREQUISITES: CRJ1400, also recommended are SOC1100 and PSY1200, Sophomore Status or higher

CRJ3844: Ethics in Criminal Justice (3)

The ethics curriculum is designed to further the goals of professionalization of the criminal justice system. The course is designed to lay a foundation for our students to better make moral decisions as they face inevitable ethical dilemmas as practitioners in the field of criminal justice. Students will first be required to analyze various theories of moral decision making, including, but not limited to, the theories of moral imperatives and utilitarianism. Throughout the semester, students will be applying these theories to practical situations. This will be accomplished by presenting hypotheticals to the class and requiring the class to analyze the hypotheticals individually and in-group discussions. PREREQUISITE: None

CRJ4860: Senior Seminar (3)
A course designed as a culminating experience for criminal justice majors. Students will be involved in library research and discussion of critical aspects of the criminal justice system. Position papers on various controversial issues relative to the criminal justice system will be prepared, presented and defended during the course of the semester. This meets the requirement as a writing intensive course in the major. PREREQUISITE: Senior Majors only

CRJ4880: Directed Study (3)
An individualized program of reading, library research and interviewing, under direction of a faculty member. PREREQUISITE: None

CRJ4979: Criminal Justice Practicum (3-9)
A supervised work experience for majors in criminal justice. Students are expected to obtain a criminal justice related site at which they will have the opportunity to observe professionals in action and to take part in the activities of the agency they have chosen, thereby utilizing and improving skills learned through that observation along with those from classroom study. This is traditionally a three credit course for which it is expected that the student will spend ten hours per week at their chosen site. Approval of additional credits will require a proportionally greater number of weekly hours committed to the site. Students must enroll for a minimum of 3 credits. This course may be taken in more than one semester for additional credit up to a total of 9 credits. PREREQUISITES: Senior majors only, minimum CGPA 2.0, and permission of practicum director.

Economics

ECO1010: World Economic Geography (3)
The course provides a systematic framework for understanding economic forces that shape the contemporary world of interconnecting countries, each of which possesses special combinations of economic factors. The course will help the student to develop an appreciation of these countries and their individual impact on the rest of the world. It will also provide an introduction to the basic principles of economics and the unique way that economists analyze the world order for an understanding of key issues such as trade and tariffs, economic growth, the impact of climate change, the link between economics and politics, and the ethical issues raised by economic policies such as outsourcing, child labor, environmental impact, and human rights. The

course is designed to provide a foundation in both economics and geography for further study and certification. PREREQUISITE: None

ECO1401: Macroeconomics (3)
This course is devoted to the study of the fundamental principles and processes of an economic system, with special emphasis on the coordination and control of the United States economy. Macroeconomics focuses on the performance of the economy as a whole through an analysis of key indicators: economic growth, inflation, unemployment, infrastructure, human capital, and international trade balances. It also looks at the policies used by governments to manage economic performance in light of these indicators. PREREQUISITE: None

ECO1402: Microeconomics (3)
This course examines individual decision making in various applied economic environments. It explores that analytical framework that economists have developed to understand human market forces and applies them to decision making at the level of individuals, households, and firms. Areas of application include international trade, market structures, labor markets, negative and positive externalities generated as a byproduct of market forces, and provision of public goods such as defense and environmental health and safety. PREREQUISITE: None

ECO2210: Labor Economics (3)
This course studies the economic principles of labor markets and human resource economics. Issues concerning labor supply and demand, wage differentials, the role of education, investment in human capital, unemployment, discrimination, income inequality and labor unions are discussed, with emphasis on application to the U. S. institutional framework. PREREQUISITES: ECO1401, ECO1402

ECO2400: International Economics (3)
This course provides an analysis of economic relationships among countries, including studies of the balance of payments, the international currency system, government adjustment policies, the pure theory of international trade, and international financial markets, as well as an examination of recent issues of national industrial trends towards protectionism. PREREQUISITES: ECO1401, ECO1402

ECO2420: U.S. Economic History (3)
This course is a survey of U. S. economic history from its colonial beginnings to the present, with emphasis on the interaction of economic forces and historical development. Basic economic innovations, ranging from the utilization of unique forms of U. S. transportation to the innovative American system of manufacturing, will be analyzed. The importance of immigration policy and the status of minorities in the development of the American economy will also be examined. PREREQUISITES: ECO1401, ECO1402

ECO2613: Microeconomic Theory (3)
This course provides the student with an opportunity to develop a thorough analysis of demand, supply, production and cost relationships, monopoly, competition, oligopoly, labor markets and the operation of industry in the modern American economy. Individual decisions of

consumption, production and labor supply are emphasized. PREREQUISITES: ECO1401, ECO1402

ECO3210: Macroeconomic Theory (3)
This course allows the student an opportunity to develop a thorough understanding of the macro-economy through an analysis of the effects of fiscal and monetary policy on aggregate output, interest rates, the price level and inflation in the domestic economy and abroad. Special emphasis is placed on recent U. S. experience with inflation and unemployment and several new proposals designed to counter cyclical behavior and stagnant growth in the mature U. S. economy. PREREQUISITES: ECO1401, ECO1402

ECO3320: Important Economists Contributions to Economic Thought (3)
This course presents a study of the most important individuals in the development of modern economic thought. Both early and contemporary economists will be discussed and their specific contributions will be related to current economic theory and practice. PREREQUISITES: ECO1401, ECO1402

ECO4200: Economics of Managerial Decisions (3)
The course introduces the student to the practice of economic reasoning in the solution of real world managerial problems. In addition to developing the theoretical and analytical tools of economic decision making, students develop skills of analysis required to understand the role of business in creating value for all stakeholders: not only owners (shareholders) but also employees, customers, and the community. These skills include case study analysis, optimization, and application of quantitative methods for identifying problems and measuring business performance. PREREQUISITES: ECO1401, ECO1402, MGT1400. Open to juniors and seniors

ECO4894: Directed Study (3)
Selected readings chosen in accordance with the student's interests. PREREQUISITES: Senior standing and the permission of the instructor.

Education

EDU 2102 Introduction to Education (1)
This course is designed to introduce students to educators in urban settings and includes rich experience interacting with practicing professionals working in area schools. As a part of this course, students visit and volunteer in a classroom setting. PREREQUISITE: A CORI background check is required.

EDU 2055 Explorations in Urban Teaching (3)
This seminar will include a study of current research in social-emotional learning (SEL) as well as first-hand observations and experiences in the implementation of SEL. Guest speakers will share district, school and classroom-level insights connecting current research to the effects on student learning. Following the orientation and in-classroom experience, the seminar will

connect hands-on learning to readings and discussions. Students will draw on their own experiences as students, any classroom internship, readings, and presentations from guests to reflect on the impact that SEI has on academic success and personal growth.

EDU2103 MTEL Preparation (1)
The MTEL preparatory course is a seven-week, one credit course that prepares students for the communication and literacy portion of the Massachusetts Test for Educator Licensure (MTEL). While the course focuses on writing, reading, and the various types of MTEL questions, emphasis is placed on writing fundamentals (grammar, mechanics, and punctuation) and reading comprehension. Students write and edit essays, read and summarize passages, learn test-taking strategies and take practice exams. Students take the Communication and Literacy MTELs at the conclusion of the course. Open only to Education students who intend to take the Communication and Literacy Massachusetts Test of Educator Licensure upon conclusion of the course, or unless granted permission by the Director of the 4+1 program. A Lab fee is charged, and it assures a one-time Communications and Literacy MTEL registration fee reimbursement (once proof of registration has been provided to the office of the Dean in the School of Education).

EDU2200 Foundations of Education (3)
In this course, students are introduced to the historical foundations and theories upon which public education is based. We will analyze the relationship between schools and the societies in which they exist. Our study will include a historical perspective and a sociological perspective that focuses on social structures, current social issues, social justice, and a real-world perspective that we get from the views of current educators.

EDU2400 Teaching Methods for Communication and Language Arts (3)
This course will provide students with opportunities to reflect on and assimilate linguistic concepts and language structure. We will cover the basics of reading and writing as well as the purposes of receptive and written language. Students will create multisensory lesson plans that demonstrate their understanding. This course is designed for students considering teaching at the elementary, middle, and high school levels.

EDU 3200 Principles of Education: Early Childhood, Elementary, & Moderate Disabilities
Students are introduced to the various pathways to teaching and governance of curriculum influencing public education, including state licensure processes and requirements at multiple levels of education. An overview of the various purposes and intersections between and among education in early childhood, elementary, and moderate disabilities are addressed. Included are the practical applications of teaching students in urban settings applicable to each area along with conceptualizing curricular and co-curricular activities supportive of learners and their families. Included is an introduction to Subject Matter Knowledge, Sheltered English Immersion, and the Massachusetts Curriculum Frameworks.

EDU 3201: Principles of Education: Middle/Secondary
Students are introduced to the various pathways to teaching and governance of curriculum influencing public education, including state licensure processes and requirements for educators practicing in middle/secondary schools. An overview of the purpose of middle/secondary education and the intersections between these levels and students' undergraduate experience are

addressed. Included are the practical applications of teaching students in urban settings applicable to middle and secondary education including best practices conceptualizing curricular and co-curricular activities supportive of learners and their families. Included is an introduction to Subject Matter Knowledge, Sheltered English Immersion, and the Massachusetts Curriculum Frameworks.

EDU3340 Techniques and Strategies for Teaching Mathematics (3)
This course introduces techniques and strategies for teaching mathematics following the Mass State Standards for curriculum and instruction. Constructivist lesson planning which engages students individually ad in small groups will be emphasized.

EDU3500 Classroom Management and Behavioral Analysis for Teachers (3)
This course introduces classroom management techniques and strategies for teaching. Students will learn strategies to manage challenging behaviors, build relationships with students, teach self-regulation, create a positive learning environment, and create a pro-social classroom culture.

EDU3650 Teaching Methods for Inquiry-Based Social Studies, History, and Science (3)
This course introduces the Methods for teaching Social Studies, History and Science and Inquiry-Based approaches following the Mass State Standards for curriculum and instruction. Constructivist lesson planning which engages students individually and in small groups will be emphasized.

EDU3700 Responding to Diversity and Inclusion in the Urban Classroom (3)
In this course we will explore the specific challenges facing educators in today's urban classrooms. We will analyze the relationship between schools and the society in which they exist. Our studies will encourage us to expand our understandings of diversity and the needs specific to urban school settings. (This course may substitute for EDU2055).

EDU 4300 Literacy & Inclusive Excellence (3 credits)
This course examines the multiple literacies students bring to their educational experiences and ways educators work effectively with these based on learner needs. Included is an understanding of literacy and the role of educators in facilitating effective change in reaching learners from all backgrounds and abilities. An overview of the evolution of literacy from emergent to academic applications area explored. Of relevance is the role of educators working collaboratively across content areas and levels of education to analyze, identify, and reflectively respond to learner needs. Included is the necessity of inclusive excellence for deep learning in building rich learning experiences that facilitate students' academic, personal, and life success.

EDU 4600 Summer Institute I (3 credits)
Summer Institute I (Social Factors in Urban Settings) is designed to facilitate deep learning specific to students' area of focus in education (e.g., teaching and/or counseling). During the institute students explore public policies and the myriad social factors influencing learner success in urban schools/districts and the ways educators advocate for (and achieve) the success of all learners. During the institute students are paired with mentors in the field, engage in varied learning experiences, and explore rich connections to national, state, and regional perspectives helpful in facilitating their work as aspiring educators seeking entry into educator preparation and urban education programs for further graduate studies at AIC.

English

ENG1100: Foundations of Writing (3)
English 1100 is a course that helps students develop fluency and confidence in their writing in preparation for the demands of ENG1201. The course focuses on improving writing through application and practice with an emphasis on grammar, punctuation, mechanics and other fundamentals. Students examine writing as a process and engage in activities such as brainstorming, drafting, revising and proofreading. Enrollment in ENG1100 is determined by performance on a placement test. PREREQUISITE: None

ENG1201: English Composition (3)
English Composition 1201 is a writing-intensive course that prepares students for all levels of academic discourse. Emphasis is placed on the art of persuasion, on the development of students' critical thinking skills and on key rhetorical concepts such as audience, purpose and voice. Students learn the various steps to the writing process, from brainstorming to final revision and learn the importance of writing coherent, unified and organized essays that are fundamentally and mechanically sound. Though primarily a writing course, English Composition 101 also helps students see the connection between reading and writing. In addition, students learn the art of academic research and documentation. ENG1201 is determined by performance on a placement test or by satisfactory completion of ENG1100. PREREQUISITE: None

ENG1202: Analytical Writing (3)
ENG1202 is an advanced writing course and is designed to extend reading and writing skills developed in English 1201. Emphasis is placed on critical and analytical writing and the analysis and interpretation of texts. Students are exposed to a variety of texts from fields across the curriculum. They write essays in response to what they read by formulating and defending a thesis, by synthesizing sources and by evaluating information and ideas from multiple perspectives. In addition, students demonstrate an ability to do research and to document their work in the major academic styles. PREREQUISITE: ENG1201

ENG1601: Advanced First-Year Composition (3)
This course is an accelerated version of ENG1201. Enrollment in ENG1601 is determined by high performance on a placement examination or invitation into the AIC Honors Program. PREREQUISITE(S): Approval of the English department as based on the results of the writing placement examination, a student's status in the Honors Program or permission of the instructor. Note: No student who has received credit for ENG1201 may receive credit for ENG1601

ENG1602: Advanced First-Year Composition and Literature (3)
This course is an accelerated version of ENG1202. PREREQUISITE: Enrollment in ENG1602 is open only to those students who either have earned an A in ENG1201 or have earned at least a B in ENG1601. Note: No student who has received credit for ENG1202 may receive credit for ENG1602

ENG2213: Public Speaking (3)
This course provides practice in the construction of speeches, analysis of appeals to various audiences and development of the speaking voice. It is a practical course offered to fit the needs of students in all fields. In cases of over-enrollment, seniors will be given preference. PREREQUISITE: ENG1202 or ENG1602 or permission of the instructor

ENG2280: Professional and Technical Writing (3)
A comprehensive treatment of the theory and practice of business communication and the development of skills in presenting technical information, with emphasis on the effectiveness of expression through written correspondence, reports, technical manuals and job resumes. Writing as a rewriting process will be stressed. Students will investigate the development of business and technical literature from idea to draft, to final product. This meets the requirement as a writing intensive course in the major. PREREQUISITE: ENG1202 or ENG 1602

ENG2325: Creative Writing (3)
This course introduces students to the fundamentals of creative writing and to the different genres in which creative writers compose. Students write original fiction, non-fiction, poetry, dramatic dialogue, fantasy, and they will be given an opportunity to explore their own creativity. Additionally, students will incorporate research into a creative writing project. Students will create a writing portfolio and are expected to publish outside of class. Students will also be introduced to the editing and publishing process, and work to prepare student submissions for publication in AIC's literary magazine, *The Criterion*. PREREQUISITES: None

ENG2410: Western World Literature I (3)
This is a survey of outstanding literature of the Western World from Homer to the Renaissance. There will be selections from, as well as complete works of, such authors as Homer, the Greek dramatists, Virgil and Dante. This meets the requirement as a writing intensive course in the major. PREREQUISITE: ENG1202 or ENG1602

ENG2420: Western World Literature II (3)
This course surveys literature extending from Neo-Classical to modern literature. Selections include Racine, Moliere, Swift, Flaubert, Tolstoy and Dostoyevsky. PREREQUISITE: ENG1202 or ENG1602

ENG2430: Survey of American Literature (3)
This course provides a one-semester overview of American literature from the colonial period to the present. Authors studied may include Poe, Emerson, Thoreau, Hawthorne, Douglass, Melville, Whitman, Dickinson, Twain, Frost, Hemingway, Faulkner, O'Neil and Williams. PREREQUISITE: ENG1202 or ENG1602 or Permission of the Instructor. Note: this course may not be counted toward the requirements for the English major

ENG2500: Literatures of the Non-Western World (3)
This course includes selections of poetry, fiction, drama and memoir - works from established and esteemed writers from around the globe: Eastern Asia, South East Asia, the Middle East,

Africa, Latin America and the Caribbean. Each piece and its author are placed within the context of his/her culture. PREREQUISITE: ENG1202 or ENG1602

ENG2510: Survey of British Literature (3)
This course provides a one-term overview of British literature from the medieval period to the twentieth century. Authors may include Chaucer, Shakespeare, Donne, Swift, Wordsworth, Keats, Tennyson, Browning, Auden, Yeats and others. PREREQUISITE: ENG1202 or ENG1602. Note: this course may not be counted toward the requirements for the English major

ENG2520: African American Literature (3)
This course surveys highlights of African American literature. Writers include Douglass, Washington, DuBois, Hurston, Toomer, Bontemps, Hughes, Walker, Wilson and Morrison. PREREQUISITE: ENG1202 or ENG1602

ENG2530: Latin-American Literature (3)
This course provides an overview of contemporary Spanish American writers who depict the character, philosophy, social problems, attitudes towards human dignity, and the respect for human rights in Spanish-speaking countries. Such widely known and respected writers as Jorge Luis Borges, Julio Cortazer, Juan Rulfo, Luisa Valenzuela, Rosario Ferre, Gabriel Garcia Marquez, and others may be studied. All works will be read in English translations. Knowledge of Spanish is not required. PRE-REQUISITE(S): ENG1202 or ENG1602

ENG3200: Topics in Literature (3)
A series of courses that concentrate on a single significant topic in literature. Representative topics include: In Search of the American Dream, Nobel Prize Winners in Literature and the City in Literature. PREREQUISITE: ENG1202 or ENG1602

ENG3210: The Drama in English (3)
This survey examines the genre of drama in western culture beginning with ancient Greece, followed by a study of Roman drama. The focus then moves to the morality and mystery plays of the Middle Ages. Representative plays from the Renaissance, the Neoclassical period and the modern era including the Theater of the Absurd will complete the course, which will explore how drama shapes and is shaped by culture and how individual dramaturgy distinguishes one playwright from another. PREREQUISITE: ENG1202 or ENG1602

ENG3280: The Novel in English (3)
This course is a study of representative novels by major British and American novelists since 1800. Novelists may include Austen, the Brontes, Eliot, Dickens, Melville, Twain, Lawrence, Woolf, Joyce, Hemingway and Faulkner, as well as other major figures. PREREQUISITE: ENG1202 or ENG1602

ENG3290: The Short Narrative (3)
This course explores the short story genre through reading a wide variety of short fiction, beginning with innovators such as Edgar Allan Poe and continuing through the twentieth and twenty-first centuries with writers such as D. H. Lawrence, Joyce Carol Oates, James Baldwin, Alice Walker and Nadine Gordimer. Short fiction from various cultures, both eastern and

western, will be read. The elements, unique to the short story and the challenge the genre itself presents by virtue of its brevity will be the focus. The role of the short story within the context of the societies that produce it will be discussed. PREREQUISITE: ENG1202 or ENG1602

ENG3380: The Bible as Literature (3)
This course is a study of some of the literary qualities of the Old and New Testaments, with added attention given to the historical development of the English Bible. PREREQUISITE: ENG1202 or ENG1602

ENG3400: Major Authors in American Literature, 1492-1865 (3)
This course is a historical survey of American literature and its relation to American culture from its beginnings in 1492 through the Civil War. Authors studied may include Bradford, Bradstreet, Edwards, Franklin, Jefferson, Poe, Emerson, Thoreau, Hawthorne, Douglass, Melville, Whitman and Dickinson. PREREQUISITE: ENG1202 or ENG1602

ENG3410: Major Authors in American Literature, 1865-Present (3)
This course is a historical survey of American literature and its relation to American culture from the Civil War through the present. Authors studied may include Twain, Chopin, Frost, Hemingway, Faulkner, O'Neil, Williams, Updike and Walker. PREREQUISITE: ENG1202 or ENG1602

ENG3430: Women Writers (3)
This course surveys British and American women writers from the 19th and 20th centuries. Authors will include: Jane Austen, Emily Dickinson, Willa Cather, Virginia Woolf, Toni Morrison and Maxine Hong Kingston. PREREQUISITE: ENG1202 or ENG1602

ENG3440: Children's Literature
This course is designed to acquaint students with quality children's literature, both for their own pleasure and for their standards in working with their own children or students outside of class. Enduring masterpieces of children's literature as well as contemporary works will be included. PREREQUISITE: ENG1201, ENG1202 or ENG 1601, ENG1602

ENG3450: Environmental Literature (3)
This course surveys works by such environmental writers as Henry David Thoreau, John Muir, Rachel Carson, Edward Abbey, Annie Dillard, Aldo Leopold, Barry Lopez, Terry Tempest Williams, Al Gore, William Cronon and Bill McKibben. PREREQUISITE: ENG1202 or ENG1602 or permission of the instructor

ENG3480: Major British Authors from 800 to 1780 (3)
This course studies the founders of the British Literary Tradition. Authors include Chaucer, Spenser, Jonson, Donne, Milton, Pope, Swift and Johnson. PREREQUISITE: ENG1202 or ENG1602

ENG3490: Major British Authors from 1780 to Present (3)
This course surveys representative authors of the Romantic, Victorian and Early Modern Period, including authors Blake, Wordsworth, Byron, Austen, Dickens, Eliot, Browning, Conrad,

Lawrence, Woolf and Joyce. This meets the requirement as a writing intensive course in the major. PREREQUISITE: ENG1202 or ENG1602

ENG3800: Shakespeare (3)
A study of selected plays arranged chronologically. Representative plays from Shakespeare's comedies, tragedies, histories and romances are studied. PREREQUISITE: ENG1202 or ENG1602

ENG4200: Writing Seminar (3)
This is an advanced, writing-intensive course. Students will progress in a workshop setting through a series of assignments culminating in an individually chosen project. Each student will compile a portfolio of his or her writing. Students will be asked to evaluate their own work and to comment upon that of their classmates. In addition, some attention will be given to rhetorical theory. PREREQUISITE: ENG1201 or ENG1601, ENG1202 or ENG1602

ENG4375: Approaches in Literary Study (3)
This course will acquaint students with a wide range of critical approaches to literature in order for them to become better critical readers themselves. Texts will range from such classical critics as Aristotle, Johnson and Poe to such recent theorists as Miller, Fish and Derrida. PREREQUISITE: ENG1202 or ENG1602

ENG4411: History of the English Language (3)
English 4411 is a study of the major trends in the development of English as it has grown from a dialect of West German to a major world language. Organized chronologically, the course will give some attention to ways in which modern linguistics has enhanced our understanding of language history. PREREQUISITE: ENG1202 or ENG1602

ENG4694: Directed Study (1)
Directed study involves readings and papers. A student may take a maximum of six hours of credit in English 399 during any single term and twelve hours altogether. The course is ordinarily limited to English majors who have senior status, fifteen hours of English courses beyond ENG1201 and ENG1202 and a B average in English. In exceptional cases, a student who is not an English major may be allowed to take directed study. PREREQUISITES: Permission of faculty advisor, course instructor and department chair.

Exercise Studies

EXS1000: Introduction to Exercise Science (3)
This entry level course in Exercise Science provides information on selected topics in the field of exercise science and other related health science disciplines which include: history of exercise science, anatomy, exercise physiology, exercise epidemiology, nutrition, biomechanics, motor control/learning, and sport psychology. This course is designed to introduce students to the field and to prepare students for advanced courses in the Exercise Science curriculum. PREREQUISITES: None

EXS1200: Health Science Professions (3)
This course explores the various disciplines in the field of Health Sciences. Topics to be covered on each discipline include: history, educational requirements, licensure requirements, employment trends, and salary ranges. An emphasis is placed upon how the disciplines work together in the professional workforce and in an educational setting. PREREQUISITES: None

EXS2100: Research Methods (3)
This course introduces students to the basic concepts of research methodology and terminology. It includes the identification of relevant research problems, examination of various research methods, and an introduction to statistical procedures/designs. PREREQUISITES: PSY2302

EXS2300: Motor Development and Learning (3)
The course will examine the development of gross and fine motor skills over the lifespan in healthy populations. The course will also examine factors that influence the learning of new motor skills (Motor Learning) as a result of practice and/or experience. PREREQUISITES: EXS1000

EXS2400: Sport and Exercise Nutrition (3)
This course introduces basic nutritional concepts with application to exercise and athletic performance. An emphasis is placed upon energy expenditure during aerobic and anaerobic exercises, athletic diets, nutritional supplements, and the role of ergogenic aids in performance. PREREQUISITES: EXS1000

EXS 3050: Foundations of Strength and Conditioning (3)
This course will provide advanced study of the components of fitness. Topics of study will include, but are not limited to the following: fitness assessment testing, individualized exercise prescriptions, team conditioning programs, risk factor analysis and chronic disease prevention, behavior modification, nutrition and weight control, body composition analysis, hydration and heat illness prevention, physiological effects of training and overtraining. This course will incorporate principles of exercise physiology, nutrition, sports medicine, health, and wellness programming. Emphasis will be placed on theory of and participation in physical activity (anaerobic and aerobic systems training). Student instructed fitness laboratory sessions will be used to enhance lecture and activity understanding. The knowledge, skills, and abilities governing the National Strength and Conditioning Association's Certified Strength and Conditioning Specialist (CSCS) examination will serve as foundations for content covered. PREREQUISITES: EXS1000 and BIO1200/1201

EXS3100: Human Biomechanics (3)
This course introduces students to the concepts of human body mechanics as they apply to human movement. An emphasis is placed upon the mechanics of movement pertaining to exercise, physical activity, and sports. Students will become knowledgeable of the anatomical and mechanical principles which govern human motion and understand how the structure of the body links to function. PREREQUISITES: EXS1000 and BIO1200/1201

EXS3200: Injuries and Evaluation of Lower Extremities (3)

This course encompasses common injuries which affect the athletic population and includes orthopedic evaluation, assessment, management and rehabilitation of the lower extremities and the peripheral joints. This course will be a combination of lecture and laboratory format for instruction. PREREQUISITES: BIO1200/1201

EXS3300: Physiology of Exercise (3)
This course explores the physiological effects of human physical activity. Topics to be covered include, the neuromuscular, cardio-respiratory, biochemical, and metabolic responses and adaptations to exercise/training. PREREQUISITES: EXS1000 and BIO1200/1201

EXS3400: Injuries and Evaluation of Upper Extremities (3)
This course encompasses common injuries which affect the athletic population and includes orthopedic evaluation, assessment, management and rehabilitation of the upper extremities and the peripheral joints. This course will be a combination of lecture and laboratory format for instruction. PREREQUISITES: BIO1200/1201

EXS4100: Therapeutic Exercise (3)
This course is designed to introduce and explore therapeutic exercise techniques. Students will gain an understanding of the theories and application methods of therapeutic treatments commonly used in rehabilitation programs on individuals recovering from exercise-induced injuries. PREREQUISITES: EXS3100 and EXS3300

EXS4200: Exercise Testing and Prescription (3)
This course introduces preventative and rehabilitate exercise program designs, basic concepts of electrocardiography, and exercise testing/prescription guidelines via the American College of Sports Medicine. PREREQUISITES: EXS3300

EXS4300: Exercise for Special Populations (3)
This course examines the recommended procedures for exercise testing and prescription in healthy and diseased populations. The course covers basic physiology of each condition along with the impact of exercise training on the health outcomes of each population.
PREREQUISITES: EXS3300

EXS4400: Gerokinesiology (3)
This course is designed to discuss the physiological processes of aging and how exercise impacts the aging process. Students will explore and develop exercise programs for the older adult population. The various cardiovascular, orthopedic, hormonal, and metabolic issues which commonly effect older adults are discussed and taken into consideration when developing an exercise plan. PREREQUISITES: EXS3100 and EXS3300

EXS4450: Senior Seminar (2)
This course is a senior level professional course designed to prepare students for entry into the profession and/or the application process into graduate studies. Faculty and students will focus on and discuss the following topics: current practices of the field, professionalism, research trends, resume building, interviewing skills, certification exam preparation, and building a professional portfolio. PREREQUISTES: EXS2100 and Senior status.

EXS4500: Research Seminar (3)
This course is designed to apply basic research skills to current literature in the field of Exercise Science. Students will gain an understanding of how to analyze different types of literature and what types of research designs are appropriate in various settings. An emphasis on APA style writing is also explored. PREREQUISITES: EXS2100 and Junior status

EXS4600: Therapeutic Modalities (3)
This course introduces students to the theoretical and clinical aspects of therapeutic modalities with regards to athletic rehabilitation. The physiological effects along with proper indications and contraindications are discussed with each modality. Proper application procedures are emphasized. PREREQUISITES: EXS3100 and EXS3300.

EXS4800 Practicum (3)
This course will provide students in the Department of Exercise Science with experiential opportunities in the field of Exercise Science. Opportunities may include but are not limited to; organization, management, and oversight of on campus fitness facilities; Personal training; and small group training (if the student has appropriate certifications). PREREQUISITES: EXS3050 and EXS3300.

Finance

FIN2003: Managerial Finance (3)
This course introduces the student to financial management with emphasis on the identification and solution of the financial problems facing business enterprises. Basic financial analysis is examined in concert with management of working capital, management of long-term assets, cost of capital and long-term financing. Quantitative analytic techniques are used to introduce students to improved forecasting and planning methods. PREREQUISITES: ECO1401, ECO1402, ACC1601

FIN3200: Principles of Insurance (3)
This course is designed to provide a broad understanding of general theory and practice in risk management with emphasis upon those principles common to all areas: property, life, disability, liability, workers' compensation, and automobile insurance. The course also deals with issues of health insurance and the impact of government restructurings in this field with unique challenges. PREREQUISITE: FIN2003

FIN3202: Investments (3)
The course presents the organization and functions of the securities markets, types of investments, investment theories relating to risk and return on investments and an appraisal of modern techniques in bond and stock valuation. There is a focus on the social responsibility of investment decision makers and the growth of socially responsible (ESG) investing as an important perspective for all investors. PREREQUISITE: FIN2003

FIN3210: Spreadsheet Applications and Financial Modeling (3)
This course trains students in the preparation and presentation of spreadsheets and financial models using MS Excel software. Topics covered include: financial functions (NPV, IRR, annuities, FV), capital budgeting, optimization of objective functions under constraints, the capital assets pricing model, forecasting, time series and regression analysis, inventory and working capital management, ratio analysis. The focus is on developing skills that are directly applicable in the current workplace environment. PREREQUISITES: FIN2003, ACC1201, ACC160, knowledge of MS Excel

FIN3240: Money and Banking (3)
The course presents the essentials of money and banking with special reference to developments of recent years. Balanced emphasis upon both theoretical and practical aspects of the subject is the basis for interpretation of problems such as inflation, recession, the interest rate structure and national debt. The role of central banks (the Federal Reserve) in setting economic policy is analyzed in historical perspective and in the light of current economic issues related to managing business cycles. PREREQUISITE: 6 hours of economics and/or finance courses

FIN3800: Advanced Managerial Finance (3)
The course is designed to help students master the theory and applications of financial management. Emphasis is on the analytical aspects of financial problem solving using theory and concepts applied to a business setting through the use of case examinations. The importance of advanced quantitative techniques and the useful application of capital budgeting techniques are stressed. The material covered and the cases and problems examined offer an opportunity to assess and understand daily decisions on risk and return facing the practicing manager. These exercises also examine the ethical dimensions of financial management and the social responsibility of business as a key perspective in decision making. PREREQUISITE: FIN2003

FIN3840: Public Finance (3)
This course explores the role of government in the economy, applying tools of both microeconomics and macroeconomics to answer important policy questions such as government response to global climate change, school choice by K-12 students, Social Security versus private retirement savings accounts, government versus private health insurance, setting income tax rates for individuals and corporations. PREREQUISITE: FIN3200

FIN4010: Commercial Banking (3)
This course covers the fundamentals of the banking and financial-services industry: the organization and structure of the commercial banks; bank operations and their principal competitors; identifying and measuring financial and business risks, and applications for managing and hedging against risks. Attention will be given to sources and uses of funds, liquidity, earnings, capital structure and regulation. PREREQUISITE: FIN2003

French

FRE1201: Elementary French Language and Culture I (3)

This is a basic course designed for students who have had little or no experience with the French language. The course includes drills in pronunciation, elementary conversation, grammar and writing and the use of a cultural approach text. This is a comprehensive language course teaching the four skills of reading, writing, speaking and listening. PREREQUISITE: None

FRE1202: Elementary French Language and Culture II (3)
A continuation of FRE1201. PREREQUISITE: FRE1201 or permission of the instructor

Healthcare Management

HCM2200: American Healthcare System (3)
This course provides an overview of the American healthcare system. Beginning with a historical look at healthcare in the United States, students will examine the important demographic, social and economic issues that challenge the current healthcare delivery system and will gain an understanding of the difficulty in meeting the needs of both providers and consumers in this nation's quest for equal access to quality care. The course pays special attention to the impact of government initiatives on the healthcare sector. PREREQUISITE: None

HCM2610: Healthcare Management (3)
This course studies the management of healthcare organizations including hospitals, ambulatory and long-term care facilities. It focuses on their organizational structures and functions as it addresses key issues pertaining to the delivery of care, services offered and their value to the community they serve. PREREQUISITE: None

HCM2620: Healthcare Marketing (3)
This course provides insight into the rapidly growing area of healthcare marketing. Building on a basic foundation of marketing principles, it focuses its attention on marketing for healthcare providers, organizations, health-related products and medical devices. PREREQUISITE: None

HCM3230: Ethical and Legal Issues in Healthcare (3)
This course examines the ethical and legal framework of the healthcare system and the issues that healthcare managers must deal with in order to address effectively the concerns of stakeholders, comply with governmental regulations and act in concert with the ethics of the medical professions. It includes analysis of the legal challenges of malpractice, patient confidentiality and conformity to administrative guidelines. It also applies classical theories of ethical decision making - utilitarianism, deontology, social justice - to issues faced by those managing healthcare establishments such as patient rights, use of human subjects and tissues in medical research, end of life decisions and protection of intellectual property. PREREQUISITE: HCM2200 or permission of the instructor

HCM3440: Managing Healthcare Information (3)
This course introduces the student to the technology, legislation and industry practices of the ethical management of healthcare information (Healthcare Informatics). The student will be exposed to latest trends, technologies and best practices in managing healthcare information. The

student will develop a functional understanding of HIPPA, information systems, data quality, informatics and the value of medical databases. Legal and ethical issues related to health information technology and health information exchanges will be explored. PREREQUISITE: HCM2200 or permission of the instructor

HCM4240: Healthcare Economics and Finance (3)
This course provides a comprehensive overview of the financial structure, market forces, government policies and regulations, controls and techniques that apply to the healthcare sector of the economy. It examines the perspectives of multiple stakeholders - patients, physicians, hospitals, insurance companies and government - in allocating costs and realizing profits from the delivery of healthcare. It also provides grounding in the financial tools and techniques of needed to analyze complex healthcare problems and recommend sound solutions that maximize benefits to all parties while minimizing costs. PREREQUISITE: HCM2200 or permission of the instructor

History

HST1400: Western Civilization I (to 1648) (3)
An introductory survey of the historical evolution of Western Civilization from its ancient origins to 1648 CE. This course introduces the students to methods of and issues in historical investigation. Its comprehensive approach includes the study of social and economic elements, religion, philosophy, literature, art, politics, and institutional developments. PREREQUISITE: None

HST1410: Western Civilization II (since 1648) (3)
An introductory survey of the historical evolution of Western Civilization from 1648 AD to the present. This course introduces students to methods of and issues in historical investigation. Its comprehensive approach includes the study of social and economic elements, religion, philosophy, literature, art, politics, and institutional developments. PREREQUISITE: None.

HST1420: World History I (to 1500) (3)
This course will provide a survey of World History from the origins of humanity to the Fifteenth Century, just before the European "voyages of discovery" that brought the Americas and Pacific into contact with the rest of the world. It will focus on the development of major civilizations around the globe with a special interest in the political, economic, cultural and other ties between these civilizations. PREREQUISITE: None

HST1430: World History II (since 1400) (3)
This course will provide a survey of World History from the Fifteenth Century to the present. It will focus on the global contacts and connections created since Columbus's voyage in 1492 as well as on important political, economic, social and cultural trends that have contributed to the creation of the modern world. PREREQUISITE: None

HST1510: U.S. History to 1877 (3)

A survey of the evolution of the United States from its colonial origins to the end of Reconstruction, this course explores the significant social, economic, intellectual and political developments, including state history of Massachusetts. PREREQUISITE: None

HST1520: U.S. History Since 1877 (3)
A survey of the evolution of the United States from the late 19th century to the early 21st, this course explores the significant social, economic, intellectual and political developments during "the American Age" of global history, including state history of Massachusetts. PREREQUISITE: None

HST1600: Introduction to African American Studies (3)
The course will introduce students to the key texts, concepts, and debates in the interdisciplinary field of African American Studies. PREREQUISITE: None

HST2420: Presidency and Congress (3)
The powers, function and inherent conflicts of the Congress and the presidency are examined with emphasis placed on the historical development of institutions. PREREQUISITE: POL1400, any 1000- or 2000-level history course or permission of instructor

HST2440: Civilization of the Ancient Mediterranean (3)
A survey of major themes in the cultural history of the Ancient Mediterranean world, beginning with the near east and continuing through Greek and Roman civilization. These cultures were remarkable for the scope of their intellectual achievements, ambition and power. As a result, the study of classical civilization is the traditional basis of a liberal education, providing a vital understanding of the moral and intellectual roots of current ideas on morality, politics, language and literature. This course explores the history of the Mediterranean world from the time of Homer to the fall of the Roman Empire. Topics include: Greek and Roman mythology, the philosophy of Plato and Aristotle, Greek and Roman theater, Latin classics (Seneca, Cato, Caesar, Tacitus, Livy) and major styles of art and architecture. PREREQUISITE: None

HST2500: American National Elections (3)
This course examines the structure of both presidential and congressional elections and the resultant consequences of those structures. The historical development of elections is emphasized. A case study of either the presidential or congressional midterm election will be analyzed with special attention given to campaign strategies. PREREQUISITES: POL1400, any 1000- or 2000-level history course or permission of instructor

HST2610: European Integration (3)
This course will explore the topic of European integration from a variety of perspectives, including those of history, political science and sociology. The first half of the course will concentrate on the pre-history and history of the European communities leading to the creation of the European Union in November 1993. Then, it will look at the European Union's institutions and how they function, the relationship between the member states and the European Union and special issues that face the European Union today. PREREQUISITE: None

HST2631: Introduction to Historical Research and Writing (3)

This seminar will introduce students to the basic issues and methods involved in the academic discipline of history. It will require them to write a paper based on independent research on a topic related to the theme chosen by the instructor for the seminar. PREREQUISITES: At least one 1000- or 2000-level history survey course plus sophomore standing or higher. Students must earn a grade of C- or better for this course to count towards their history major or minor degree requirements. Permission of instructor required if not a history major or minor.

HST2690: Twentieth-Century Global History (3)
A systematic examination of world history from the international rivalries leading to World War I through the early twenty-first century. Emphasis will be on the political, economic and cultural evolution of global society and the forces that unify as well as fragment that society. PREREQUISITE: None

HST3100: Coming to America: Immigration and Ethnicity in American History (3)
This course will examine immigration and ethnicity in American history and life. In order to do so we will examine successive waves of free and forced immigration from Europe, Africa, Asia and the Americas, from the 1600's to the 2000's. Particular attention will be paid to the nature of the immigrant experience and the regulation of immigration. PREREQUISITE: Any 1000- or 2000- level History course or permission of the instructor

HST3325: The First World War (3)
This course will begin by reviewing the nineteenth century international system and discuss the reasons why the war broke out in August 1914. It will then examine the course of the war on all fronts including the home fronts of the belligerent countries, including its arts and literature. Finally, it will consider the Paris Peace Settlement of 1919 and war's long term consequences, including its place in historical memory around the world. PREREQUISITE: Any 1000 or 2000 level History or Political Science course or permission of the instructor

HST3327: The Second World War (3)
The Second World War was the bloodiest conflict in recent history. It had a profound impact on our world. This course will explore the international system in the 1920s and 1930s and the various factors that led to the outbreak of the conflict in Europe and Asia. It will then examine the course of the global war itself, including its impact on civilians. Finally, it will consider the consequences of the war and how it is remembered in various countries today. PREREQUISITE: Any 1000 or 2000 level History or Political Science course or permission of the instructor

HST3401: The Cold War (3)
This course will examine the international history of the Cold War. Special emphasis will be placed not only on the rivalry between the United States and the Soviet Union but also on how the entire world between 1945 and 1991 was influenced by the competition between the different ideologies and socio-economic systems that those countries represented. It also will suggest how the Cold War has continued to influence our present era. PREREQUISITE: Any 1000- or 2000-level History or Political Science course, or permission of instructor

HST3402: Modern Germany (3)

This course will focus on German history from the late nineteenth century to the present. Topics covered include the creation of a German nation state in the form of the Second Empire in 1870-71, politics and society in imperial Germany, the origins of the first world war and the collapse of the empire in 1918, Germany's first experiment with democracy between 1918 and 1933, the rise of national socialism with its devastating consequences, the era of two German states after 1945, one on each side of the Cold War and the unexpected peaceful reunification of 1989-90. PREREQUISITE: Any 1000- or 2000-level History course or permission of the instructor

HST3411: History of Warfare (3)
This course provides a general survey of the practices and purposes of war through the ages. Special attention will be given to theories of aggression and to reasons for war. Tactics, strategy and major battles of great military commanders will be covered. PREREQUISITE: Any 1000- or 2000-level History or Political Science course, or permission of the instructor

HST3413: The American Radical Tradition (3)
This course will examine the nature and significance of the American Radical Tradition from 1776 to the present. The radical movements to be examined will be selected from among the following: American Revolution; Abolitionism, Women's Rights and Suffrage; Populism; Labor Movement; Socialism and Communism; Civil Rights and Black Power; the New Left; Feminism; the Gay and Lesbian Movement; the Environmental Movement. PREREQUISITE: Any 1000 or 2000 level History course or POL 1400 or permission of the instructor.

HST3415: Special Topics: (3)
HST 3415 covers a topic of historical interest not addressed in other courses offered by the History Department. It will be offered periodically based on the needs and interests of faculty and students. PREREQUISITE: Any 1000- or 2000-level history course or permission of the instructor

HST3440: From Slavery to Freedom: African American History to 1877 (3)
The course will examine the African American experience from 1400 to 1877. Topics will include African slavery, the rise of the Transatlantic Slave Trade, slavery and racism in Colonial America, the American Revolution and slavery, Antebellum slavery in the South, abolitionist and antislavery movements in the North, the Civil War and emancipation and reconstruction. Emphasis will be placed on the African and African-American experience and the contributions of African-Americans to the growth of democracy. PREREQUISITE: Any 1000 or 2000 level History course or permission of the instructor

HST3441: African American History Since 1877: Reconstruction to Present
The course will examine the African American experience from 1877 to the present. Topics will include Civil War and Reconstruction, Jim Crow, Great Migration and World War One, the New Negro, Great Depression and New Deal, World War Two and the Cold War, the Civil Rights Movement, Black Power, the Post-Civil Rights Era and the Obama era. PREREQUISITE: Any 1000-2000 level History course or permission of the instructor.

HST3500: The Supreme Court in American History (3)

A study of the historical role of the U. S. Supreme Court and its impact on American society, including an examination of issues of political theory and major court cases. PREREQUISITE: Any 1000- or 2000-level History course or POL1400 or permission of the instructor

HST3660: History of Political Thought I (3)
This course surveys the ideas of leading political thinkers from ancient times to the Renaissance. Figures such as Plato, Aristotle, St. Augustine, St. Thomas, Ibn Khalduhn and Machiavelli will be discussed. PREREQUISITE: Three previous courses in History or Political Science

HST3661: History of Political Thought II (3)
This course surveys the ideas of leading political thinkers from early modernity through to the present day. Figures such as Bodin, Hobbes, Locke, Montesquieu, Rousseau, Burke, Hegel, Marx, and Mill will be discussed. PRE-REQUISITE: Three previous courses in History or Political Science

HST3700: American Political Thought (3)
This course is a study of the evolution of American political thought from 1776 to the present day with special reference to the liberal tradition. Among the figures surveyed are Hamilton, Madison, Calhoun, Sumner, Dewey, Santayana, Skinner, Marcuse and others. This course is not open to freshmen. PREREQUISITE: Three previous courses in History or Political Science

HST4697: Senior Project (3)
This course is the capstone experience for all history majors. Students will select a topic in conjunction with the instructor and write a substantial paper based on independent research. It is offered every semester and may be taken either in the fall or spring of the senior year. PREREQUISITE: Majors only. Senior status or permission of instructor

HST4898: Independent Study (3)
Students may pursue supervised reading and/or research in topics they find especially interesting for one, two, or three credit hours. Advance arrangement and permission of the department chair required. PREREQUISITES: Junior or senior status and permission of the instructor

HST4899: Internship (3)
This course allows history majors to enhance their knowledge of historical research or public history by designing their own internship at a local museum, archive, or similar institution. They will be required to work a regular number of hours (usually ten) each week during the semester. Besides fulfilling the expectations of their on-site supervisors, they must also write regular reports for their faculty supervisor. This course is offered every semester. It also may be taken over the summer if the internship opportunity is located outside of the greater Springfield area. In this case, it is expected that the participant will work a full-time schedule covering at least several weeks for their sponsoring institution. Students may take it only once for academic credit. PREREQUISITE: Majors or minors only, junior or senior status. Internship must be arranged at least one semester in advance with the sponsoring institution and approved by the history department chair.

Honors Program

HON1200: First Year Honors Seminar (3)
This course will introduce students to the Honors Program as well as to some of the important issues that face humanity today, using examples from fields like politics, health care, and environmental studies. It will expose them to how experts from different fields approach their subjects and how they attempt to reach a consensus on the "facts." Finally, it will ask students to consider their own value systems and what they believe is important in life. Topics may change from semester to semester. PREREQUISITE: Enrollment is determined by selection for the Honors Program.

HON2212 Honors Seminar in Language and Literature (3)
This seminar explores a special topic in the field of language and literature. Subjects will vary each semester. PREREQUISITE: Participation in the Honors Program or invitation from the instructor.

HON2214 Honors Seminar in Visual & Fine Arts (3)
This seminar explores a special topic in the visual and fine arts. Subjects will vary each semester. PREREQUISITE: Participation in the Honors Program or invitation from the instructor.

HON2216 Honors Seminar on Philosophy & Ethics (3)
This seminar explores a special topic in philosophy and ethics. Subjects will vary each semester. PREREQUISITE: Participation in the Honors Program or invitation from the instructor.

HON2223 Honors Seminar on Individual & Interpersonal Behavior (3)
This seminar explores a special topic in individual and interpersonal behavior. Subjects will vary each semester. PREREQUISITE: Participation in the Honors Program or invitation from the instructor.

HON2225 Honors Seminar on American Heritage and Society (3)
This seminar explores a special topic in American heritage or society. Subjects will vary each semester. PREREQUISITE: Participation in the Honors Program or invitation from the instructor.

HON2227 Honors Seminar on Global Perspective (3)
This seminar explores a special topic dealing with global perspectives. Subjects will vary each semester. PREREQUISITE: Participation in the Honors Program or invitation from the instructor.

HON4601: Honors Thesis Preparation (3)
Under supervision of a faculty advisor, students will devise a plan for an honors thesis and do exploratory research and reading for this purpose. The faculty advisor will specify the requirements for successfully completing the course, which may include producing a prospectus or outline for the thesis and an annotated bibliography of relevant scholarly works on the topic.

Students will then write the actual thesis in HON4899, which is normally taken the following semester. With the permission of both their faculty advisor and the Honors Program director, students may substitute their departmental capstone or research courses for HON4601. PREREQUISITE: Participation in the Honors Program or invitation from the instructor

HON4899: Honor Thesis (3)
The thesis represents the capstone for the Honors Program and will require each student to work in close conjunction with a faculty advisor to produce an independent work of scholarship in their discipline. Standards will vary from major to major but students are expected to produce a substantial piece of written work or its equivalent. With the permission of both their faculty advisor and the Honors Program director, students may substitute their departmental capstone or research courses for HON4899. PREREQUISITE: HON4601

Interdisciplinary

INT2000: Interdisciplinary Topics (3)
This course is designed for students to examine a topic, problem, or issue through multiple perspectives and subject matters. The course will engage students to think critically and creatively about an emerging issue or topic. Students will need to enroll in two to three different INT courses (in consultation with their advisor). PREREQUISITE: ENG1202 or ENG1602.

INT2350: Mothers and Monsters: Feminist Investigations of the Creature Feature (3)
In this course, we will investigate the figure of the monster in film and literature through a feminist lens, and explore how monster narratives negotiate gender, sexuality, and race in relation to a monstrous Other. We will discuss feminist interventions into some of Hollywood's most iconic colonial and patriarchal monster narratives, and trace the development of this popular film genre from its literary origins in the gothic novel. How do monster movies represent femininity? How do women further the plot of a monster narrative, and how is female identity—motherhood, virginity, or sexuality—negotiated in relation to monsters? How can this genre distort the male gaze? We will address these difficult questions by watching a variety of monster movies from the last few decades, which might include *The Brood* (1979), *The Fly* (1986), *Aliens* (1986), *The Fly* (1986), *Jurassic Park* (1993), *The Descent* (2005), *Cabin in the Woods* (2011), *The Thing* (2011), *The Babadook* (2014), *Us* (2019), and *Invisible Man* (2020). We will situate these modern monsters against Mary Shelley's *Frankenstein*, and trace the development of this genre through a history of feminisms and across media. This course will also offer an introduction to feminist film theory, and introduce students to feminist and film concepts such as the male gaze, the Bechdel test, body genre horror, psychoanalysis, and descent narratives. We will explore texts by a range of horror authors including Stephen King, HP Lovecraft, Carmen Maria Machado, and Charlotte Perkins Gilman. Our primary texts will be supplemented by readings from feminist film theorists such as Cynthia A. Freeland, Linda Williams, Tania Modleski, Barbara Creed, and Laura Mulvey.

INT2400: The Hate U Give (3)

This course provides students with an opportunity to discuss race in America through the lens of the young adult film, "The Hate U Give." Students will discuss a range of topics including the racism, racial identity, double consciousness, codeswitching, Black Lives Matter, the media portrayal of police violence, micro/macroaggressions, and more. Students will read articles and short essays, as well as listen to podcasts and watch videos related to these topics.

INT3000: Interdisciplinary Topics (3)
This course is designed for students to examine a topic, problem, or issue through multiple perspectives and subject matters. The course will engage students to think critically and creatively about an emerging issue or topic. Students will need to enroll in two to three different INT courses (in consultation with their advisor). PREREQUISITE: ENG1202 or ENG1602.

INT3100: Mentoring Students for Future Success (3)
This course will focus on upper-class students serving as Peer Mentors to an assigned cohort of first-year students who are also enrolled in a section of AIC1140 (APEX 1). This course will help develop skills as a mentor, facilitator, and leader. The course consists of attending all course meetings of the assigned section of AIC1140, fostering mentoring relationships outside of the classroom, and participating in ongoing training and reflection throughout the course of the semester. PREREQUISITE: Completion of AIC1140. This course is cross-listed as AIC3100. For students who began in Fall 2020, the course will fulfill an Interdisciplinary Course requirement.

International Business

IBS1400: Introduction to International Business (3)
The course will explain business and management concepts from an international perspective. It will focus on the social, cultural, political, legal and economic environments that influence international business operations. The course will look at international trade theories, the evolution of regional economic integration arrangements, foreign direct investment, international business ethics, governmental intervention in international trade and the importance of the foreign currency exchange market. Coursework will include special research projects for class presentation and discussion. PREREQUISITE: None

IBS1420: Diverse Cultures of the World (3)
The course provides the student with an understanding of the many cultures that make up the world we now live in. Today's world is a global world made up of people with diverse cultural backgrounds. It is important to recognize cultural sensitivities that exist in every society. Cross-cultural awareness and understanding are critical to meaningful relationships and for success in every walk of life. The course will look at culture, verbal and non-verbal communications, religion and roles of women and will include a survey of geographical regions such as North America, Latin America, Asia, Europe, Middle East and Africa. Emphasis will be placed on the contemporary issues found in today's international environment. PREREQUISITE: None

IBS2650: International Human Resources Management (3)
The course provides an overview of international human resource management. The globalization of business is having a significant impact on human resource management. Decisions have to be made on how to staff international operations; where and how to recruit and select personnel; how to train employees for international assignments and evaluate their performance; what compensation to provide them; how to facilitate the return of international employees to their parent organization; and how to handle international labor relations. The course will include a class seminar on preparing for success in your career and an IHRM interview exercise. PREREQUISITES: IBS1400 or permission of the instructor.

IBS3400: International Economics (3)
The course provides an analysis of economic relationships among countries, including studies of the balance of payments, the international monetary system, governmental adjustment policies, the theory of international trade and international financial markets. The course will look at international economics from both a micro-and macro-economic perspective. The course includes research work into recent international economic issues and crises. PREREQUISITES: IBS1400, ECO1401 or ECO1402, or permission of the instructor.

IBS3410: International Marketing (3)
The course will provide the student with an understanding of the pertinent issues in international marketing. The course will explain the international environment (cultural, political and legal) and the influence it has on marketing goods and services in the global marketplace. The course will look at global marketing strategies; the need for creating global products to meet consumers' tastes and preferences; pricing strategies for global marketing; global advertising and other promotional strategies; international distribution systems; and assessing global market opportunities. Coursework will include special research projects and/or case studies for class presentation and discussion. PREREQUISITES: IBS1400, MKT1450 or permission of the instructor.

IBS3620: Management of Export/Import Business (3)
The course provides a comprehensive overview of the principles, concepts and practices involved in the management of the export and import operations of a multinational enterprise. The course will enable the student to develop an in-depth understanding of the mechanics involved in exporting and importing. The course will concentrate on export/import laws and documentation; international sale/purchase agreements; use of intermediaries; payment methods and financing options and government export/import assistance. The course will include a class project to develop an export/import operating manual for a multinational enterprise. PREREQUISITE: IBS1400 or permission of the instructor.

IBS3820: Global Supply Chain Management and International Negotiation (3)
This course is divided into two major topics. The first topic will address global logistics and supply chain management. Areas of interest will include international transportation modes, inventory control, packaging, storage, special trade outsourcing, logistics security, internet utilization and the environment. Emphasis will be placed on the future challenges in managing global logistics and the supply chain. The second topic will address the principles and concepts involved in negotiating internationally. Areas of interest will include the stages of negotiations,

cultural differences, development of business negotiation plans and contract writing based on negotiation results. The course will include a business negotiations simulation between a U.S. company and a foreign company. PREREQUISITE: IBS1400 or permission of the instructor.

IBS4430: International Organization and Administration (3)
This course provides an analysis of various models of international operations by focusing on the typical structures of doing business on a worldwide basis. Using the case study approach, students will look at the operational issues/problems faced by multinational enterprises. The course will also include a research project on how multinational enterprises organize and operate internationally. Open to juniors and seniors. PREREQUISITE: IBS1400 or permission of the instructor.

IBS4889: International Business Capstone Course (3)
This is a senior-level international business capstone course. The course objective is to provide seniors with a comprehensive course to review their knowledge and understanding of international business theories and concepts and their relationship to one another. The student will develop a system-level model of a U. S. company entering the international marketplace with the goal of becoming a multinational enterprise. The company will look at the different regions of the world and select the best country to enter. The U. S. company will decide on how to operate in that country looking at collaborative arrangements like joint venture, licensing and foreign production. The foreign operation will be used to market to other countries within the region with the long-term objective of marketing globally. The model will be interactive with sub-models and controlled scenarios to create a real world international business environment. PREREQUISITE: Senior IBS status or permission of the instructor.

IBS4890: Special Topics in International Business (3)
This is an advanced course designed to give the student the opportunity to do independent research work on specific international business topics, global regions or countries. Examples of topics can include: doing business in Asia, Europe, Latin America, Africa, or the Middle East, big emerging markets (BEM); and impact of U. S. laws on international business. PREREQUISITE: Senior status or permission of the instructor.

International Studies

INS4800: International Studies Seminar (3)
A reading and research seminar for international studies majors and minors on contemporary topics in world affairs that will help students make connections between the various disciplines in which they have completed coursework for the program. Since the topics will change each time the course is offered, it is repeatable one time. PREREQUISITE: International studies major or minor in junior or senior year or permission of instructor

INS4890: Study Abroad (3)

Intended for students who are spending a regular semester abroad, the details are to be approved by the advisor and the dean of the School of Arts, Education and Sciences. Any requirements within the major must be approved by the appropriate chair or dean and requirements for general education must be approved by the dean of the School of Arts, Education and Sciences. PREREQUISITE: None

INS4899: Internship (3)
This course allows international studies majors to deepen their understanding of international affairs by pursuing an internship with a governmental or non-governmental organization that works in an international field. They will be required to work a regular number of hours (usually 10) each week during the semester. Besides fulfilling the expectations of their on-site supervisors, they must also write regular reports for their faculty supervisor. This course is offered every semester. It also may be taken over the summer if the internship opportunity is located outside of the greater Springfield area. In this case, it is expected that the participant will work a full-time schedule covering at least several weeks for their sponsoring institution. Students may take it only once for academic credit. PREREQUISITE: Majors or minors only, junior or senior status. Internship must be arranged at least one semester in advance with the sponsoring institution and be approved by the director of the international studies program.

Italian

ITL1000: Conversational Italian I (3)
This course will enable students to develop the basics of oral skills, the main goal being to become functional in the language. The course will include guided practice in conversation to enhance communicative competence, small group discussions in Italian on practical topics and practice of colloquial and idiomatic speech patterns in Italian to emphasize correct pronunciation and intonation. Movies and other audiovisual material will be used to enrich the learning experience and acquaint students to aspects of Italian culture and society. PREREQUISITE: None

ITL1201: Elementary Italian Language and Culture I (3)
This is a basic course designed for students who have had little or no experience with the Italian language. The course includes drills in pronunciation, elementary conversation, grammar and writing and the use of a cultural approach text. This is a comprehensive language course: teaching the four skills of reading, writing, speaking and listening. PREREQUISITE: None

ITL1202: Elementary Italian Language and Culture II (3)
A continuation of ITL1201. PREREQUISITES: ITL1201, permission of the instructor

Management

MGT1400: Principles of Management (3)
This course offers an introduction to the principles of management and their application to business. The basic management concepts of planning, organizing, controlling, motivating, communicating, staffing and leading provide the basis for understanding of the management profession and a basis upon which higher level management courses can build more specialized knowledge. PREREQUISITE: None

MGT2400: Organizational Behavior (3)
This course provides a conceptual framework for understanding and studying the dynamics of behavior in organizational settings and for applying these concepts to improving organizational effectiveness. Included are personality, organizational theory and structure, the decision process, the communication process, group dynamics and leadership and conflict resolution. PREREQUISITE: MGT1400 or PSY1200 or permission of the instructor

MGT3200: Labor and Industrial Relations (3)
This course provides a broad investigation of labor-management relations. It encompasses the historical development of the labor movement, the legal environment and the nature of labor-management relationship. Current case decisions and role-playing exercises will be utilized to illustrate the process of contract negotiations and contract administration. PREREQUISITE: MGT1400 or permission of the instructor

MGT3201: Business and Society (3)
Current issues of ethics in society as they affect business behavior will be discussed. Topics include the social responsibilities of business, environmental issues, human rights and technological progress, business ethics and an analysis of global societal values. PREREQUISITE: Open to juniors and seniors

MGT3202: Leadership (3)
Leadership involves change and facing up to difficult decisions and situations. The intent of this course is to give a practical understanding of leadership, its demands, its wide variety of effective styles and both its positive and negative impacts on organization. PREREQUISITE: MGT1400

MGT3213: Human Resource Management (3)
This course examines the problems of personnel relationships in business and industry. Primary emphasis is placed upon the psychological factors in human relations; the purpose, organization and functions of the personnel department, instruments of personnel control, such as interviewing, testing, the making of job analysis, classification, personnel education and training, employee incentives, retention and similar related topics. PREREQUISITE: MGT1400

MGT3661: Project Management (3)
This course introduces the techniques used to plan, manage and complete projects in accordance with guidelines to which all participants and beneficiaries have agreed. It distinguishes project management from general management and examines the principal concepts and methods that have been developed to manage projects successfully: defining project objectives, the Critical Path Method, application of Lean/Six Sigma and other quality techniques, team building and

conflict resolution, allocation of resources - human, physical and financial, uses of probability to assess project time lines (PERT), GANTT Charts and project control through budgeting. Students will apply software to managing their own projects. The course also covers the general principles of Management Science and Systems Theory - giving students an understanding of how models can be used to improve the quality of management decision making. Classes will introduce students to these areas of project management. Students will then apply the techniques and concepts to running an actual project so that they master these important skills by using them. PREREQUISITE: Business Junior/Senior major or permission of the instructor

MGT4694: Directed Study (3)
Selected readings are chosen in accordance with the student's interests and background. PREREQUISITES: Senior status, written application setting forth objectives and reasons for the student's desire for a readings course, permission of the instructor and approval of the dean of the School of Business Administration

MGT4695: Special Topics in Management (3)
Descriptions change as topics vary. PREREQUISITE: permission of the instructor

MGT4800: Senior Policy Seminar (3)
This meets the requirement as a writing intensive course in the major. This seminar is designed to provide the student with an opportunity to apply the wide array of knowledge gained through his/her academic program through a professional and comprehensive business plan. The student's knowledge application will be assessed through the business plan and a series of examinations. PREREQUISITE: Senior status, management and business majors and minors

Management Information Systems

MIS1220: Applications of Microcomputers (3)
This course is a survey of microcomputers as used in today's environment. The student will become familiar with current trends and uses of microcomputers as well as hands-on exposure to spreadsheets, databases, word processors and operating systems. Students will be required to develop applications in each of the software areas. PREREQUISITE: None

MIS1300: Business Analytics with Excel (3)
In this course, students will learn how to create and format worksheets to input, manipulate, and analyze data using tools and functions in MS Excel. Students' critical thinking skills will be developed to solve problems, make decisions, examine performance, generate reports and tell a story using data.

MIS2310: Introduction to Management Information Systems (3)
This course provides an introduction to information systems from a business point of view. Subjects to be covered include: terminology, a survey of hardware and software, introduction to

systems analysis and design, as well as an overview of the college's computer facilities. This meets the requirement as a writing intensive course in the major. PREREQUISITE: None

Marketing

MKT1450: Principles of Marketing (3)
Marketing is a key activity that enables businesses and organizations to achieve their goals by satisfying the needs of others through mutually beneficial relationships. This course will provide students with an understanding of important marketing theory and practices, including: the marketing concept, the marketing environment, market segmentation, product positioning, product and brand strategies, pricing strategies, marketing communication strategies, distribution strategies, consumer and business buying behavior and electronic marketing. PREREQUISITE: None

MKT2600: Consumer Behavior (3)
A thorough understanding of consumer behavior is the bedrock of any successful marketing strategy. Some of the topics to be covered with respect to their effect on consumer behavior include: consumer decision-making, attitudes and purchase intentions, cognition and emotion, cultural and social factors, learning theories, attention and perception of marketing stimuli and involvement. Theories and concepts will be drawn from marketing, psychology, communication and sociology. PREREQUISITE: MKT1450

MKT2610: Distribution Strategies (3)
Store organization, operation and control, including location, equipment, layout, buying, markup and merchandising techniques are examined. Minor emphasis will be placed on management problems in areas of pricing, selling and promotion, personnel, credit and inventory control. Integrated distribution strategies, the internet and social media will be examined. PREREQUISITE: MKT1450

MKT2700: Brand and Price Strategies (3)
Branding is endowing products and services with the power of a brand. Students will learn how to position brands and to create differences in the marketplace. Analysis of the market, competition, technology and cultural changes are fully examined. PREREQUISITE: MKT1450

MKT2710: Integrated Marketing Communications IMC) (3)
This course introduces a model of the IMC (integrated marketing communications) planning process and the steps taken in developing a marketing communications program. Research-based examinations of organizations needs for programs that can meet the global challenges and their impact. Promotions Management, Communication Process and Ethical Issues will be discussed. PREREQUISITE: MKT1450

MKT3380: Event Marketing (3)
The importance of customer engagement and the emergence of digital marketing in both consumer and business marketing has led to a dramatic increase in event marketing. Both virtual

and “face-to-face” events are now seen as critical tools for branding, sales and lead generation, customer engagement, and customer education. Students will learn how to develop an event strategy for a target market that both accomplishes a specific marketing goal and supports the brand’s overall marketing strategy, to create and plan the actual event, to promote the event, and to use metrics to measure the success of the event. PREREQUISITES: MKT1450

MKT3400: Professional Sales Development (3)
Professional sales is the primary personal communication tool used by businesses to find, create and retain customers. Firms and individuals with superior sales skills will have a competitive advantage in the marketplace. The goal of this course is to expose students to the current state-of-the-art sales methods and skills used in business today. Students will learn through active participation and will receive the same type of professional sales training found in top corporations. Topics and methods include need-satisfaction selling, partnering skills, prospecting, SPIN questioning, handling objections and closing. PREREQUISITE: MKT1450

MKT3500: Advertising (3)
Emphasis is placed on practical use of advertising in the operation of ordinary business, including the study of the various media available and their use. Sufficient time is spent on the role of advertising in the marketing mix and its effects upon our economy. Included is the study of the fundamentals of advertising creation: research, appeals, copy, illustration, layout and reproduction. A study of the advertising agency includes analyses of current advertising campaigns and types of media chosen for such campaigns. PREREQUISITE: MKT1450 or permission of instructor

MKT3510: Entrepreneurship and Opportunity (3)
An overview of the entrepreneurship process starting with the individual, the creativity process, the entrepreneurial idea/concept and feasibility analysis and concluding with the business plan. Field trip(s) and guest speakers (e. g., alumni and faculty) appropriate to venture startup and infancy are incorporated. Topics include forms of business organization, patent/copyright laws, management, finance, store layout, employee theft and franchising. PREREQUISITE: MKT1450 or MGT1400

MKT3550: Entrepreneurship Management (3)
Your startup/inheritance/acquisition has grown and faces a new set of opportunities, problems and risks. Topics include foundations for long-term success, strategic planning, business development, sustainable growth and control systems in venture-specific, critical areas. Field trips and guest speakers from growing ventures are planned. PREREQUISITE: MKT1450 or MGT1400

MKT3600: Marketing Research (3)
The ability to secure and utilize market information is critical to successful decision making in business. The purpose of marketing research is to help managers make better and more profitable decisions by providing meaningful and cost-justified information. Students will learn about the role of marketing research in decision making and how firms practice marketing research by conducting their own research in group and class project(s) for real decision makers. Topics include problem definition, selecting and using secondary data, research design, qualitative

research, designing surveys, sampling techniques, scaling and measurement issues and research validity. PREREQUISITE: MKT1450

MKT3620: Social Media Marketing (3)
Social media has changed much of the playing field in marketing and advertising. Through social media, customers now have access to the vast experiences of other customers to guide their purchase behavior. Conversation and participation are the norms in social media and social communities. Marketers now must embrace this new relationship with customers to be successful. In this course, students will learn about the different types of social media, create social media marketing strategy and create content and engagement strategies for various social media and sites platforms such as Facebook, Twitter, blogs and YouTube. PREREQUISITE: MKT1450

MKT3656: Entrepreneurship Financial Management (3)
An overview of the financial requirements for an entrepreneur and the management of a startup business. The focus of this course is to evaluate and minimize the major financial issues associated with the starting and maintaining a business. These include determining and acquiring sufficient startup capital and financial indicators of failure such as to much inventory, high administrative costs, etc. PREREQUISITE: None

MKT3691: Introduction to Wines (21 YEARS OF AGE OR OLDER) (3)
STUDENTS MUST BE 21 YEARS OF AGE OR OLDER. Students will be introduced to the major wine producing regions of the world and what consumers need to know to fully enjoy and appreciate wines. Fee charged. PREREQUISITE: None

MKT3725: Digital Marketing (3)
Digital marketing strategies and techniques are critical to success today. Businesses now spend more money on digital marketing strategies and related marketing technology than traditional advertising and promotion. Students will learn a variety of essential digital marketing strategies in Search Engine Optimization (SEO), Search Engine Marketing (SEM and PPC), Digital Display Advertising, Mobile Marketing, Social Media Marketing, Marketing Automation, and Email marketing. PREREQUISITES: MKT1450

MKT4694: Directed Study (3)
Selected readings are chosen in accordance with the student's interest as directed and approved by the instructor. PREREQUISITE: None

MKT4810: Strategic Marketing (3)
Crafting a winning superior strategy in the face of increasing global competition and turmoil in the business environment requires an approach that integrates and exploits organizational strengths to develop sustainable competitive advantage. Students will learn the process of developing marketing strategy as well as the latest developments in strategic thinking. The course will cover strategic marketing issues such as market segmentation and opportunity analysis, product and branding, pricing, marketing communications, distribution, marketing control and performance analysis. Students will explore these issues through case analyses, class

and group projects, guest speakers and by creating a comprehensive marketing plan. PREREQUISITE: MKT1450, junior and senior status or permission

Mathematics

MAT1052: Conceptual Understanding of Statistics (3)
This is an introduction to basic and conceptual statistics for students from all disciplines. It emphasizes the development of statistical literacy. Topics include principles and applications of statistics, order of operations, evaluating formulas, problem solving, basic probability, logic, probability distributions, concepts and data analysis and tables and graphs. Upon completion, students should be able to interpret data, statistical concepts and statistical calculations. This course is designed to prepare students for more advanced statistics and give them the confidence to pursue statistics at a higher level. PREREQUISITE: None

MAT1200: Elements of Mathematics (3)
This course presents fundamental concepts about the numeration system (decimals, fractions) including meanings, applications and operations. In addition, the fundamentals of Number Theory are presented. A major goal is to understand the concepts well enough to explain the ideas in a fundamental way making use of concrete examples. Open only to elementary education majors. PREREQUISITE: Elementary Algebra

MAT1201: Elements of Math II (License in Elementary and Moderate Disabilities) (3)
This course presents selected fundamental elementary concepts in the areas of 1) Patterns, relations and algebra, 2) Geometry and 3) Measurement. PREREQUISITE: None

MAT1250: Finite Mathematics I (3)
This course presents numbers, linear equations, linear inequalities, matrix algebra with applications, linear programming and the simplex method. The course is designed for business administration majors. PREREQUISITE: None

MAT1260: Finite Mathematics II (3)
This course examines sets, counting techniques, probability, decision theory, statistics and Math of Finance. PREREQUISITE: None

MAT1310: Statistics in Occupational Therapy (3)
This course presents the principles of statistics that are applied to the analysis of data pertinent to the field of occupational therapy. Topics include descriptive and inferential statistics, probability distributions, hypothesis testing, estimation, analysis of variance, non-parametric statistics and linear regression analysis. The course will make active use of technology by requiring the use of computer software. PREREQUISITE: None

MAT1430: Foundations of Statistics (3)

This course examines the various tools and techniques used in analyzing quantitative data, including descriptive statistics, probability and random variables, sampling design, theory of estimation and hypothesis testing for parameters of a single population, student 't' and normal distributions. A year of high school algebra is recommended but not required. The course will make active use of technology by requiring the use of computer software. PREREQUISITE: MIS1220 or a working knowledge of a computer spreadsheet

MAT1630: College Algebra (4)
This course presents a survey of college algebra to include sets, field properties, solution of equations and inequalities, functions, graphing, the factor theorem, analytic geometry and exponential and logarithmic functions. The course will make active use of technology by requiring the use of a graphing calculator. PREREQUISITE: One year of both Algebra and Geometry

MAT1840: College Algebra and Trigonometry (4)
This course is an in-depth survey of algebraic and geometric problem solving techniques, including solutions of polynomial equations and inequalities, curve sketching techniques and trigonometry from the triangular and functional standpoint. The course will make active use of technology by requiring the use of both a graphing calculator and computer software. PREREQUISITES: One year of both Algebra and Geometry and permission of the instructor or MAT1630

MAT2004: Biostatistics (3)
This course presents the principles of statistics as applied to the analysis of biological and health data. Topics include descriptive statistics, probability distributions, hypothesis testing, analysis of variance, non-parametric statistics and regression analysis. The course will make active use of technology by requiring the use of computer software. PREREQUISITE: MAT1840

MAT2030: Statistical Analysis for Business Decisions (3)
This course stresses the application of probability and statistics in business decision-making using cross sectional and historical data. The course begins with estimation and hypothesis testing for parameters of two populations. The Chi-square distribution is applied to contingency tables and the F distribution is applied to analysis of variance with emphasis on statistical decision-making models. Time series analysis, linear regression and correlation models are constructed and estimated. The traditional tests of statistical significance are applied and the models are examined in light of the assumptions underlying the least-squares technique. The course will make active use of technology by requiring the use of computer software. PREREQUISITES: MAT1430, MIS1220 or a working knowledge of a computer spreadsheet

MAT2400: Calculus I (4)
This course discusses limits, continuity, derivatives, maximum and minimum problems, related rates and Mean Value Theorem. The course will make active use of technology by requiring the use of a graphing calculator and computer software. PREREQUISITE: MAT1840 or permission of the instructor and the department chair

MAT2500: Calculus II (3)

This course includes the study of integration, applications of the definite integral, transcendental functions and methods of integration. The course will make active use of technology by requiring the use of a graphing calculator. PREREQUISITES: MAT2400, enrolled in MAT2501

MAT2501: Calculus II Laboratory (1)
This lab presents computer applications of the ideas and techniques discussed in MAT2500. CO-REQUISITE: MAT2500

MAT2600: Calculus III (3)
This course includes the study of hyperbolic functions, polar coordinates, vectors and parametric equations, l'Hopital's Rule, sequences, infinite series, limits, continuity, partial differentiation, optimization and multiple integration for functions of several variables. The course will make active use of technology by requiring the use of a graphing calculator. PREREQUISITE: MAT2500

MAT2601: Calculus III Laboratory (1)
This lab presents computer applications of the ideas and techniques discussed in MAT2600. CO-REQUISITE: MAT2600

MAT2816: Linear Algebra (3)
This course includes the study of Gauss-Jordan elimination, matrices, determinants, real vector spaces, dot product, Gram Schmidt process, linear transformations and eigenvalues. The course will make active use of technology by requiring the use of a graphing calculator. PREREQUISITES: MAT2500, permission of instructor

MAT3203: Differential Equations (3)
This course examines ordinary and partial differential equations, particularly of the first and second orders, including geometrical interpretations and applications. PREREQUISITE: MAT2600

MAT3894: Directed Study (3)
This course provides directed study on special topics in mathematics. PREREQUISITE: Permission of the department chair

Micro Emerging Markets

MEM2000 Cannabis Entrepreneurship (3)
As an emerging multi-billion dollar industry, cannabis presents a myriad of marketing opportunities. In this course, students will examine customer groups, products, and services in the recreational market. The effect of price, quality and competitors (i.e. illegal market) will be considered in how to compete effectively in the market. Students will be presented with basic information on the key components of the Cannabis industry - legal, business models, capital/finance, and marketing - will be explored through the marketing and entrepreneurship lens. PREREQUISITE: None

MEM2010 Cannabis Business Operations (3)
In this course, students will analyze the evolving cannabis marketplace and investigate the complexities and challenges of this sector. The course will conduct an in-depth examination of the key components of different business types, how the sector is evolving, key roles of production, testing, retail, and security. Considerable time will be spent examining the many entry points into the cannabis industry and focus on starting and operating a cannabis business. In addition, financial constraints and investments will be introduced as well as strategic marketing in the industry. PREREQUISITE: None

MEM2020 Law and Ethics of Cannabis (3)
Legislation of cannabis will be examined. Students will learn to locate, understand and analyze legislation. Discussion will be around the legal and ethical implications of cannabis use, legalization, criminal activity and marketing. Perspectives of law enforcement, business owners, and recreational users will be explored. PREREQUISITE: None

Music

MUS1000: Music Appreciation I (3)
The aim of this course is to increase the student's understanding and enjoyment of music and to strengthen one's ability to benefit, as a listener, from music. The course will begin with the materials of music and introduce examples of music from the Baroque through the 20th century periods of music. PREREQUISITE: None

MUS1010: American Musical Theater (3)
A comprehensive overview of musical theater in America from its inception in the United States at the turn of the century, through the era of Rodgers and Hammerstein, Sondheim, Andrew Lloyd Webber and the concept musical of today. PREREQUISITE: None

MUS1020: Jazz, Its Evolution and Impact (3)
This course traces the course of jazz from the African's musical heritage to the New World through work songs, spirituals and blues, the birth of jazz in New Orleans and its dissemination to St. Louis, Chicago, Kansas City and New York. PREREQUISITE: None

MUS1030: Opera Appreciation (3)
This course surveys and assesses our cultural heritage in the performing art of opera. Beginning with Mozart, the evolution of operatic expression is traced through examination of favorites in the Italian, French and German traditions. A course requirement is the participation of students on a class trip by bus to the Metropolitan Opera House in New York City. A fee to cover field trip is charged. PREREQUISITE: None

MUS1040: Supernatural in Opera (3)
A study of operas that contain elements of the supernatural based on great literature from Shakespeare, Goethe and others. Otherworldliness is the uniting theme as witches, gods and

goddesses, the theft of a person's reflection, animals that speak and dragons that do magic connect musically. A course requirement is the participation of students on a class trip by bus to the Metropolitan Opera House in New York City. A fee to cover field trip is charged. PREREQUISITE: None

MUS1050: Rock: Musical Evolution and Social Impact (3)
A history of rock and roll, tracing its diverse American influences from the 19th Century Blues, 20th Century pop music and Rhythm and Blues to its emergence as a recognizable style in the 1950s. In addition to a study of its musical basis, there will also be an understanding of the relationship between the music and its symbiotic relationship with 20th Century history and society. PREREQUISITE: NONE

Nursing

NUR2540: Introduction to Professional Nursing (3)
Introduces the components of the organizing framework of the nursing major. Explores the history, definition, philosophy and role of professional nursing. Environmental forces, e. g., socioeconomic and cultural, that impact on nursing practice are presented. Selected ethical and legal aspects of nursing practice are identified. PREREQUISITES: BIO1200, BIO1210, BIO1300, PSY1401, SOC1100, ENG1100, ENG1202, CHE1210 may be taken concurrently. COREQUISITES: NUR2541 and NUR2755

NUR2541: Introduction to Professional Nursing Laboratory (0)
This laboratory experience introduces computational concepts required for professional nursing practice. Concepts include (but are not limited to) systems conversion, ratio and proportion, dosage calculations and intravenous calculations supported with a computerized assisted learning program. COREQUISITE: NUR2540

NUR2755: Pathophysiology-Pharmacology I (3)
This course will examine the concept of human disease states and discuss their clinical management with an emphasis on nursing interventions. Major body systems addressed in this course include, cardiovascular, pulmonary, neurologic, renal, hematologic and endocrine systems. In addition, appropriate pharmacological interventions for select disease states are also discussed. Drugs will be presented by classification, groups and prototypes. Principles of drug action, including pharmacokinetics and pharmacodynamics, nursing considerations and client teaching for each prototype will be emphasized. PREREQUISITES: BIO1200, BIO1210, BIO1300. COREQUISITE: NUR2540, NUR2541, PSY2450, CHE1210

NUR2756: Pathophysiology-Pharmacology II (3)
This course will examine the concept of human disease states and discuss their clinical management with an emphasis on nursing interventions. Major body systems addressed in this course include, gastrointestinal/genitourinary, renal, cardiovascular, and musculoskeletal systems. In addition, appropriate pharmacological interventions for select disease states are also discussed. Drugs will be presented by classification, groups and prototypes. Principles of drug

action, including pharmacokinetics and pharmacodynamics, nursing considerations and client teaching for each prototype will be emphasized. PREREQUISITES: BIO1200, BIO1210, BIO1300, NUR2755, PSY2450, CHE1210.

NUR2840: Fundamentals of Professional Nursing Practice (6)
Introductory concepts of the art and science of professional nursing practice are presented and integrated into clinical practice. Gordon's Functional Health Pattern is introduced as the fundamental assessment tool. All aspects of the nursing process and the three levels of prevention (primary, secondary and tertiary) are discussed and used as a basis for nursing practice to facilitate adaptive responses to stressors affecting physiological and safety needs. PREREQUISITES: NUR2540, NUR2541, NUR2755, PSY2450, CHE1210

NUR2841: Fundamentals of Professional Nursing Practice Laboratory (0)
Selected nursing interventions and physical assessment skills are practiced and applied in providing care to adults in the clinical setting. COREQUISITE: NUR2840

NUR3500 Interprofessional Collaboration and Communication for Health Care Professionals (3)
The main focus of this course is interprofessional collaboration and communication for health care providers. Interprofessional collaboration and its significance in safe patient centered care is featured. Students will review competencies from numerous organizations within healthcare. For RN to BSN students only

NUR3540: Nursing Research (3)
This course includes discussion of nursing theories and research methods. Emphasis is placed on critical analysis of published nursing research. Attention is paid to ethical issues and the contribution of research in developing nursing theory and improving nursing practice. PREREQUISITES: All prerequisites for NUR3740. COREQUISITE: NUR3740.

NUR3600: Ethics and Law of Health Care for Nursing (3)
The legal and ethical aspects of the nurse's role in leading and managing safe and effective patient-centered care are examined in this course The ethical responsibilities of the nurse as well as decision-making models related to health care situations will be discussed. The content focuses on the identification and analysis of legal and ethical concepts and principles underlying nursing practice and health care. For RN to BSN students only.

NUR3740: Adult Medical Surgical Nursing (9)
This course provides students with the opportunity to continue application of the nursing process. Emphasis is placed on assessment and diagnosis, expansion of planning and implementation and beginning use of evaluation. In acute care settings, students provide health care to adults experiencing stressors affecting biophysical needs. Students apply the nursing process in primary, secondary and tertiary levels of prevention. PREREQUISITES: NUR2756, NUR2840, PSY2302

NUR3741: Adult Medical Surgical Nursing Laboratory (0)

Evidence based nursing interventions are applied in providing care to adults in a variety of clinical settings. COREQUISITES: NUR3740

NUR3940: Family Centered Nursing (10)
This course focuses on the role of the professional nurse in assisting the family and its individual members to adapt to stressors of the childbearing and childrearing phases of the life cycle. Students learn to apply the nursing process to meet the needs of families along the health-illness continuum. Clinical experiences include nursing care of the antepartal, intrapartal and postpartal woman and her newborn, well and hospitalized children and their families. Health teaching activities occur in various healthcare settings. PREREQUISITES: NUR3740, NUR3540 CO-REQUISITES: NUR3941, NUR3942

NUR3941: Family Centered Nursing Laboratory (0)
Evidence based nursing interventions are applied in providing care in family centered clinical settings. COREQUISITES: NUR3940, NUR3942

NUR3942: Family Centered Nursing Process (2)
In this course, the family system is analyzed as it responds to stressors throughout the life cycle. A variety of approaches to family analysis are considered throughout the course. Students apply the nursing process in studying the roles, functions, values and communication patterns within the family. Teaching-learning principles are implemented in completing a health teaching project in the community. Students apply the nursing process in primary, secondary and tertiary levels of prevention. PREREQUISITES: NUR3740, NUR3540. COREQUISITES: NUR3940, NUR3941

NUR4200: Health Promotion and Care of Vulnerable Populations (3)
This course will examine the role of nursing in providing care to vulnerable populations within the community. Theories of community health and nursing practices will be discussed as well as concepts of health promotion and preventative care for vulnerable individuals, families, groups and communities. Content focuses on risk reduction, health maintenance and promotion of high level wellness to individuals, families and groups of all ages throughout the health continuum. PREREQUISITES: NUR4200. For RN to BSN students only.

NUR4250: Global Issues in Nursing Practice (3)
This course introduces global health care systems and models and their influence on health disparities in the delivery of healthcare. Content provides a foundation to examine factors influencing the health of communities and populations locally, nationally and globally. Basic public health principles and sciences are used to identify factors that influence promote and maintain health of populations. The use of epidemiological data and knowledge of environmental health, social determinants of health, genetics/genomics and the influence of culture on health behaviors will be discussed. PREREQUISITES: NUR4200. For RN to BSN students only.

NUR4340: Community Focused Nursing (6)
In this course, nursing and public health principles are synthesized and applied to assessing, promoting and preserving the health of populations. Learning experiences assist students to conceptualize the complexities of community dynamics (cultural, economic, political and social)

as they impact on the health of the community. Students apply the nursing process in primary, secondary and tertiary levels of prevention. PREREQUISITES: NUR3940, NUR3941, NUR3942

NUR4341: Community Focused Nursing Laboratory (0)
Evidence based nursing interventions are applied in providing care across the health care continuum in the community clinical setting. COREQUISITE: NUR4340 and NUR4351.

NUR4351: Psychiatric/Mental Health Nursing (6)
This course focuses on developing knowledge and skills in applying the nursing process with individuals and families experiencing stressors affecting psychosocial needs. Students expand previous knowledge of human behavior and interpersonal relationships. Behavior is viewed on a continuum from healthy, adaptive responses to unhealthy, maladaptive responses. Therapeutic use of self as a nursing approach is emphasized in providing care in day treatment and inpatient settings. Students investigate selected mental health issues and analyze professional roles within the context of primary, secondary and tertiary levels of prevention. PREREQUISITES: NUR3940, NUR3941, NUR3942. COREQUISITES: NUR4340 and NUR4341.

NUR4370: Healthcare Informatics (3)
This course provides an overview of nursing informatics and electronic modalities that assist in patient and client management. The automation of data management through information systems, expert systems and telecommunications will be examined in the context of health care informatics. The use of technology to help make decisions and to improve the health status of the individual, family and community will be emphasized. Legal and ethical implications of informatics and technology in healthcare are addressed. RN to BSN students only.

NUR4400: Introduction to Evidence-based Practice (3)
This course focuses on the development of nursing knowledge and the improvement of nursing practice through current relevant evidence. Research methods are examined and current issues are analyzed in relation to the implementation of evidence-based practice in selected settings. Content includes identification of clinical questions, analysis of evidence for potential solutions/innovations, planning and implementing practice changes, evaluating outcomes and identifying gaps in nursing knowledge. Processes for leading and managing practice changes through the use of evidence-based research to promote effective or positive patient outcomes are explored. For RN to BSN students only.

NUR4532: Senior Seminar I (1)
This course will assist the student in preparing for the National Council Licensing Examination for Registered Nurses (NCLEX-RN). The student will be required to complete content modules and attend computerized practice sessions in preparation for a culminating computerized exit examination and success on the NCLEX-RN examination.

NUR4533: Senior Seminar II (1)
A continuation of Senior Seminar I. Students will complete the content modules and take culminating exit exam. PREREQUISITE: NUR4532

NUR4534: Directed Study (1-3)

In-depth examination of nursing practice topic. PREREQUISITE: Department permission required

NUR4540: Trends and Issues in Health Care (2)
In this course, students will continue to develop their ability to synthesize knowledge, skills, concepts and theories essential for effective professional nursing practice. Students examine issues that affect clients and healthcare systems. Consideration is given to the impact of cultural, economic, ethical, legal, political, professional and social issues upon nursing practice. PREREQUISITES: NUR4340, NUR4341, NUR4351, NUR4532; COREQUISITES: NUR4340, NUR4341, NUR4351, NUR4533, NUR4940, NUR4941.

NUR4600: Leadership and Management in Nursing (3)
This course focuses on synthesis of theories and concepts related to leadership and management such as, critical thinking, clinical judgment or reasoning, change theory, conflict resolution, delegation and changes that impact the health care delivery system. The role of the nurse as leader and manager is explored in depth with a special emphasis on the role of the nurse as change agent. The course will provide practical information for the practicing nurse to strengthen problem solving, decision- making and critical thinking abilities, which are all vital in today's rapidly changing health care delivery systems. PREREQUISITES: NUR4400, NUR4200. For RN to BSN students only.

NUR4940: Complex Medical Surgical Nursing (6)
This course provides a framework for the student to assist individuals, families and groups in adapting to complex stressors. Emphasis is placed on the development of critical thinking and critical judgment while using the nursing process to assist clients to meet their biophysical and psychosocial needs. Health teaching activities and research findings are incorporated into nursing care. PREREQUISITES: NUR4340, NUR4341, NUR4532

NUR4941: Nursing Leadership (6)
Focus on the leadership process and development of the leadership role of the professional nurse. Students apply the nursing process in primary, secondary and tertiary levels of prevention. Students analyze leadership and management functions, characteristics, styles and roles. Interpersonal communication, staff development, change theory and assertiveness skills are applied. PREREQUISITE: NUR4340, NUR4351, NUR4352

NUR4999: Capstone Seminar (3)
This course provides the student the opportunity to synthesize previous knowledge and skills in a supervised practicum experience with the guidance and approval of the faculty. The clinical project provides students with the opportunity to explore a problem or issue of particular personal or professional interest that is related to one of the following nursing competencies: patient-centered care, teamwork/collaboration, evidence-based practice, quality improvement, safety or informatics (QSEN: http://www.qsen.org). PREREQUISITES: NUR4600, For RN to BSN students only.

Occupational Therapy

OTR2900: Interprofessional International Service Learning (1)
This course is open to all students in the school of health sciences. Priority will be given to students enrolled in the occupational therapy graduate program. Students will participate in cultural education in an online, asynchronous format prior to travel. Students will spend 10 days abroad participating in service learning activities, which may include visits to an orphanage, daycare center, nursing home and an outpatient therapy center.

OTR4444: Directed Study (1-3)
This course is not part of the standard curriculum. Students may register for this course only by approval of the Program Director. PREREQUISITE: None

Philosophy

PHI1000: Introduction to Critical Thinking (3)
This course offers a careful examination of the various standards that must be observed if one is to read, write and think critically. It surveys common sources of confusion and error, such as ambiguity, vagueness, propaganda, political rhetoric, misleading advertising, misuse of evidence, improper reliance upon authority and tradition and other varieties of fallacious reasoning. PREREQUISITE: None

PHI1200: Introduction to Philosophy (3)
This course provides a critical examination of several philosophical problems including the nature and scope of knowledge, the freedom-determinism issue, the question of the existence of a God and the status of moral judgments. PREREQUISITE: PHI1000 suggested

PHI1400: Philosophy through Literature (3)
This course offers an introduction to and critical analysis of, problems in philosophy, with special stress on those value aspects bearing directly upon the formulation of a philosophy of life. Selections from fiction and poetry, as well as the more traditional form of philosophic exposition, are read and discussed. PREREQUISITE: PHI1000 or PHI1200

PHI2010: World Religion (3)
This course is designed to be a hands-on survey of major religions of the world. In addition to reading the texts, students will visit a mosque, synagogue and church. The objective of the course is to determine key doctrinal points of each faith, identify common threads in each and observe how people practice their faith today. PREREQUISITE: None

PHI2030: Spirituality, Religion and Healing (3)
This course explores the context of the relationship that spirituality/religion may have on healing and considers the contemporary pioneers highlighting spirituality's role in healing. Students in this course will explore spirituality's concrete expression in a number of faith communities and their cultural understandings of disease, illness, healing, health and wellness. This course will

offer insights to the support healing through attentiveness to the patients' interior life and encourages students to assimilate their own spirituality and/or religion for effective healing throughout their professional career. PREREQUISITE: None

Physical Therapy

PTR3201: Physical Therapy Orientation (1)
Physical Therapy Orientation is designed to educate the student about the history of physical therapy, financing and reimbursement in health care, the importance of effective communication and the role of the physical therapist, physical therapist assistant, occupational therapist, speech language pathologist and nurse in healthcare. Students will also be introduced to medical terminology and medical abbreviations to prepare the undergraduate student for the professional phase of the physical therapy program. PREREQUISITE: open to 3rd year Pre-PT students only

Physics

PHY1010: Science for the 21st Century (3)
An introduction to the fundamental concepts of the physical sciences. Topics in physics, chemistry, astronomy and earth science will be studied. How these four areas of science are interrelated will be emphasized. Students must also enroll in PHY1011 to meet laboratory science requirements for general education. CO-REQUISITE: PHY1011, PREREQUISITE: None.

PHY1011: Science for the 21st Century Laboratory (1)
Physics 1011 Lab consists of a series of two-hour labs taken from physics, chemistry, astronomy and earth science. Lab topics include: motion, force, electricity, optics, physical and chemical change, ion identification, ion replacement and exchange reactions, properties of hydrogen and oxygen, crystal growth and properties of minerals and rocks among others. PHY1010 and PHY1011 together complete one 4-credit lab science general education requirement. One laboratory session per week with laboratory fees. CO-REQUISITE: PHY1010, PREREQUISITE: None

PHY1020: Earth Science for the Liberal Arts (3)
General, introductory earth science following a systems approach. Students will first learn what the building blocks of Earth are and the processes they undergo. Then the features and processes that continuously reshape the Earth's surface will be studied. Following will be a study of the Earth's interior and the processes driven from within that bear upon its surface. We will then study Earth's oceans, the atmosphere, weather and climate. Of particular importance will be the effects of the sun on the Earth. Students must also enroll in PHY1021 to meet laboratory science requirements for general education. CO-REQUISITE: PHY1021, PREREQUISITE: None.

PHY1021: Earth Science for the Liberal Arts Laboratory (1)
General, introductory earth science following a systems approach. Students will first learn what the building blocks of the Earth are and the processes they undergo. Then the features and processes that continuously reshape the Earth's surface will be studied. Following will be a study of the Earth's interior and the processes driven from within that bear upon its surface. We will then study the Earth's oceans, the atmosphere, weather and climate. Of particular importance will be the effects of the sun on the Earth. Students must also enroll in PHY1020 to meet laboratory science requirements for general education. One laboratory session per week with laboratory fees. CO-REQUISITE: PHY1020, PREREQUISITE: None

PHY1030: Physics for the Liberal Arts (3)
The course will explore the concepts of classical physics pertaining to motion, force, energy, momentum, electricity, magnetism, and light. A primarily qualitative introduction to modern physics will follow which will include discussions regarding Special Relativity, Quantum Mechanics, particle and nuclear physics. Students must also enroll in PHY1031 to meet laboratory science requirements for general education. CO-REQUISITE: PHY1031, PREREQUISITE: None.

PHY1031: Physics for the Liberal Arts Laboratory (1)
A series of selected laboratory experiences to teach the fundamentals of scientific thinking and research and to support course content. Experiments on force, energy, heat, electricity, circuits and optics will be conducted. One two-hour laboratory session per week with laboratory fees. CO-REQUISITE: PHY1030, PREREQUISITE: None.

PHY1050: Astronomy for the Liberal Arts (3)
This is a general, introductory course in astronomy. Students study the physical properties and concepts concerning motion, gravitation, light and atoms. Students will explore the Earth-Moon system, the Solar System, the tools used by astronomers and the life cycles of stars and galaxies. The course emphasizes conceptual understanding. Students must also enroll in PHY1051 to meet laboratory science requirements for general education. CO-REQUISITE: PHY1051 PREREQUISITE: None.

PHY1051: Astronomy for the Liberal Arts Laboratory (1)
A series of selected laboratory experiences to teach the fundamentals of scientific thinking and research and to support course content. Experiments will include a study of gravity, light, optics and spectroscopy. Telescope observations will be made of the sun and one additional night observation as conditions permit. One two-hour laboratory session per week with laboratory fees. CO-REQUISITE: PHY1050, PREREQUISITE: None.

PHY1200: Physics of the Human Body (3)
A conceptual approach is used to understand the human body as a living system governed by the basic laws of physics. Topics include forces exerted by muscles, circulation of blood, nerve conduction, vision, perception of sound and effects of radiation. Lectures are augmented with demonstrations requiring student participation. This course is not offered for General Education Laboratory Science credit. CO-REQUISITE: PHY1210 PREREQUISITE: None

PHY1210: Physics of the Human Body Laboratory (1)
Students perform a series of experiments on force, torque, energy, heat, electricity, sound and optics to gain a deeper understanding and appreciation of the physical principle on which the human body functions. These experiments also include making EKGs, studying galvanic skin response, respiration and pulse rates. One two-hour laboratory session per week with laboratory fees. CO-REQUISITE: PHY1200, PREREQUISITE: None.

PHY1600: General Physics I (4)
This is a basic course that covers the fundamental principles of mechanics dealing with motion, force, energy and momentum. Newton's laws of motion will be applied to a broad range of practical problems involving real phenomena. Students will learn to develop working equations from basic concepts in order to solve problems. The course is taught without calculus. CO-REQUISITSE: PHY1601 and 1602 PREREQUISITE: MAT1840 with a grade of C or better

PHY1601: General Physics I Laboratory (1)
This course covers basic laboratory techniques in physics and illustration of the principles of physics through laboratory experiments. Students will become familiar with the processes and nature of making scientific measurements and the analysis of relationships between physical quantities. Experiments will be selected for the study of mechanics, vibration and thermodynamics. One three-hour laboratory session per week with laboratory fees. CO-REQUISITE: PHY1600

PHY1602: General Physics I Review (0)
This is the recitation period accompanying PHY1600, General Physics I. CO-REQUISITE:PHY1600

PHY1800: General Physics II (4)
This is a continuation of PHY1600 covering the fundamental principles of electricity and magnetism. The course is taught without calculus. CO-REQUISITE: PHY1601 and 1602, PREREQUISITE: PHY1600 with a grade of C or better

PHY1801: General Physics II Laboratory (1)
A continuation of PHY 1601. Experiments will be selected for the study of electricity, magnetism, light and modern physics. One three-hour laboratory session per week with laboratory fees. CO-REQUISITES: PHY1800

PHY1802: General Physics II Review (0)
This is the recitation period accompanying PHY1800, General Physics II. CO-REQUISITE: PHY1800

Political Science

POL1400: Introduction to American Politics (3)

This course provides an overview of American politics and government, focusing on Constitutional principles, national institutions of governance and political actors, such as political parties and the media. PREREQUISITE: None

POL1500: Comparative Politics (3)
This course provides a comparative examination of governmental and political systems with the American system considered as point of comparison in some cases. The course will focus on one or two areas of the world, such as the Middle East or Europe. PREREQUISITE: None

POL2410: International Relations (3)
This course is a study of the international community and of the forces that determine political relations among the nation states it comprises. Consideration is given to the character of the nation state, the nature and determinants of political power in a multistate system and the conduct of diplomacy. PREREQUISITE: POL1500 or POL1400

POL2420: Presidency and Congress (3)
The powers, function and inherent conflicts of the Congress and the presidency are examined with emphasis placed on the historical development of institutions. PREREQUISITES: POL1400, any 1000- or 2000-level history course or permission of instructor

POL2500: American National Elections (3)
This course examines the structure of both presidential and congressional elections and the resultant consequences of those structures. The historical development of elections is emphasized. A case study of either the presidential or congressional midterm election will be analyzed with special attention given to campaign strategies. PREREQUISITES: POL1400, any 1000- or 2000-level history course or permission of instructor. Course may be retaken once for credit with permission of instructor.

POL2520: Politics, the Media and Pressure Groups (3)
This course examines the role of the media in political life, considering its roles in polling, setting the agenda and providing political information. The structure of the media, including its ownership will be studied as will its influence as an interest group. PREREQUISITE: POL1400

POL2610: European Integration (3)
This course will explore the topic of European integration from a variety of perspectives, including those of history, political science and sociology. The first half of the course will concentrate on the pre-history of the European communities leading to the creation of the European Union in November 1993. Then it will look at the European Union's institutions and how they function, the relationship between the member states and the EU and special issues that face the EU today. PREREQUISITE: POL1500 for Political Science Majors

POL2620: Public Law (3)
This course is the study of the nature, function and power of the Supreme Court in the American political system via study of its decisions. Emphasis is placed on cases about separation of powers, federalism and economic liberties. PREREQUISITE: POL1400

POL2630: Civil Liberties (3)
Effectiveness of the legal system in protecting and promoting individual rights are examined and discussed via a reading of constitutional case law. Special attention is given to rights of the accused, freedom of speech and religion. PREREQUISITE: POL1400

POL3325: The First World War (3)
The First World War was arguably the most important event of the twentieth century. It had a profound impact on international relations, political ideas, the conduct of war, the global economy, Western society, culture and the arts. It altered the map of both Europe and the Middle East and set the stage for another world war as well as for decolonization. We are still living with many of its legacies today. This discussion-based course will begin by reviewing the nineteenth century international system and discuss the reasons why the war broke out in August 1914. It will then examine the course of the war on all its fronts including the home fronts of the belligerent countries, and arts and literature. Finally, it will consider the Paris Peace Settlement of 1919 and war's long term consequences, including its place in historical memory around the world. PREREQUISITE: Any 1000 or 2000 level History or Political Science course or permission of the instructor

POL3327: The Second World War (3)
The Second World War was the bloodiest conflict in recent history. It had a profound impact on our world. This discussion-based course will explore the international system in the 1920s and 1930s and the various factors that led to the outbreak of the conflict in Europe and Asia. It will then examine the course of the global war itself, including its impact on civilians. Finally, it will consider the consequences of the war and how it is remembered in various countries today. PREREQUISITES: Any 1000 or 2000 level History or Political Science course or permission of the instructor

POL3401: The Cold War (3)
This course will examine the international history of the Cold War. Special emphasis will be placed not only on the rivalry between the United States and the Soviet Union but also on how the entire world between 1945 and 1991 was influenced by the competition between the different ideologies and socio-economic systems that those countries represented. It also will suggest how the Cold War has continued to influence our present era. PREREQUISITES: Any 1000- or 2000-level History or Political Science course or permission of instructor

POL3402: American Foreign Policy (3)
In this course a study is done of the aims, instruments and conduct of American foreign relations, with particular reference to contemporary problems. Students will participate in case studies. PREREQUISITE: POL1400 or POL2410

POL3412: Contemporary Problems in International Relations (3)
This course consists of an analysis of contemporary problems in the world community in light of the theories and concepts of international politics. Issues such as climate change, the placement of refugees, and international terrorism are examples of the problems considered. PREREQUISITE: POL2410 or POL 1500

POL3413: The American Radical Tradition (3)
This course will examine the nature and significance of the American Radical Tradition from 1776 to the present. The radical movements to be examined will be selected from among the following: American Revolution; Abolitionism, Women's Rights and Suffrage; Populism; Labor Movement; Socialism and Communism; Civil Rights and Black Power; the New Left; Feminism; the Gay and Lesbian Movement; the Environmental Movement. PREREQUISITE: Any 1000 or 2000 level History course or POL 1400 or Permission of the instructor.

POL3500: The Supreme Court in American History (3)
A study of the historical role of the U. S. Supreme Court and its impact on American society including an examination of issues of political theory and major court cases. PREREQUISITES: Any 1000- or 2000- level history course or POL1400 or permission of the instructor

POL3642: Issues in Modern Political Thought (3)
Organized thematically, this course explores diverse issues current in modern political thought and pertinent to contemporary governments and societies. PREREQUISITES: 9 credits in Political Science Course may be taken more than once if change in topic.

POL3660: Political Philosophy I (3)
This course surveys the ideas of leading political thinkers from ancient times to the Renaissance. Figures such as Plato, Aristotle, St. Augustine, St. Thomas and Machiavelli will be discussed. PREREQUISITES: 9 credits in Political Science or History course

POL3661: Political Philosophy II (3)
This course surveys the ideas of leading political thinkers from early modernity through to the present day. Figures such as Hobbes, Locke, Rousseau, Burke, Marx and Mill will be discussed. PREREQUISITES: 9 credits in Political Science or History course

POL3700: American Political Thought (3)
This course studies American political thought from its Puritan origins to present day. The course is organized around defining moments of political thought, such as the Revolution, Constitutional Founding, Civil War, Great Depression and Civil Rights Movement with selections from mainstream and radical voices in each period. Readings include selections from James Madison, John Adams, Abraham Lincoln, Emma Goldman, Eugene Debs and Martin Luther King, Jr. PREREQUISITES: 9 credits in History or Political Science

POL4870: Seminar in Political Science (3)
In this course students will learn the research process. Special emphasis will be placed on research design. At a minimum, students will conduct a literature review, formulate a research question and choose the appropriate research methods to answer that question. It is expected that students' topics will flow from their coursework in political science. PREREQUISITES: POL1400, POL1500, an additional 9 credits in Political Science, Junior or Senior status

POL4889: Political Science Practicum (3-9)

An internship in a government office, social agency or research department is required. PREREQUISITES: Permission of instructor and the department chair – Course may be taken more than once for up to 9 credits

POL4894: Directed Study (3)
This is a series of independent readings to be conducted under the instructor's supervision. PREREQUISITES: Advanced standing and permission of department chair – Course may be taken more than once

POL4899: Internship-NY State Assembly (15)
During the spring semester students participate in a formal internship program at the New York State Assembly in Albany. The program includes completion of an academic course, a four-day orientation about the state legislative process and seminar discussions. Students work 30 hours per week for a member of the assembly doing legislative research, constituent relations and other administrative tasks. Students must be accepted into this program to participate.
PREREQUISITES: Junior or Senior Status, POL1400

Psychology

PSY1200: Introduction to Psychology (3)
This course introduces the concepts, principles, methods, and overarching themes in psychology. Students will learn to identify ways in which the science of psychology affects every day lives. Students will gain knowledge in multiple areas of psychology that provide a foundation for further courses in the major and life-long learning. The course will highlight connections among different areas of psychology and identify ways in which different perspectives contribute to a fuller understanding of human behavior. PREREQUISITE: None

PSY2302: Statistics (3)
This course is an introduction to statistical methods as they are used in the social sciences. Both descriptive and inferential statistics are covered, including sampling, probability and hypothesis testing. Specific parametric and non-parametric analyses include analysis of variance, the t-test, Chi-square and correlation. PREREQUISITE: None

PSY2408: Adolescent Psychology (3)
This course is a study of adolescent behavior including current theories concerning the nature of adolescence. Emphasis is placed on physical, emotional and cognitive forces and how they interact to shape the adolescent personality. PREREQUISITE: PSY1200

PSY2410: Psychology of Aging (3)
The focus of this course is to understand the psychosocial aspects of the aging process as it pertains to the individual and their family/environment. This includes behavioral/mental health issues that impact the individual and their family, as well as, ageism issues that create negative attitudes towards the elderly which ultimately harms the individual and our society.
PREREQUISITE: PSY1200

PSY2414: Psychology of Human Sexuality (3)
Human sexuality is examined from the biological, cultural and psychological perspectives. Topics include sexual anatomy, childbirth, contraception, abortion, sexual development, sexual attitudes, adult sexual behavior and alternative sexual lifestyles. PREREQUISITE: PSY1200

PSY2420: Psychology of Death and Dying (3)
This course will focus on the many different aspects of death and dying. Some of the topics include: grief and bereavement, the hospice philosophy, children and death and dying and AIDS. This course is appropriate for psychology and sociology majors, nurses and nursing students, gerontology students and anyone interested in exploring this subject. PREREQUISITE: PSY1200

PSY2450: Developmental Psychology (3)
The purpose of this course is to examine the concepts of human development from conception to old age. Specifically, the course looks at how physical, cognitive and socioemotional factors interact to influence learning, intelligence, language development and the growth of personality. Major theories and the research that supports or refutes them are examined. PREREQUISITE: PSY1200 or permission of instructor

PSY2600: Foundations of Psychology (3)
This course provides an overview of the fundamental skills to study psychology. Students should develop a better understanding of how to succeed in the major and psychology-related professions. Recommended for sophomores. This meets the requirement as a writing intensive course in the major. PREREQUISITES: PSY1200

PSY2610: Health Psychology (3)
This course provides a comprehensive overview of the field of health psychology. It is a useful course for those planning to enter the healthcare field. The focus will be on adults, however, some pediatric issues will also be covered. This course will examine the history of health psychology, mind-body connections, the effects of stress and behavioral factors in illness. More specifically, this course will examine psychosocial factors related to adherence, coronary heart disease, hypertension, cancer, psychoneuroimmunology, chronic pain, obesity, and smoking cessation. PREREQUISITE: PSY1200

PSY2617: Cognitive Psychology (3)
An introductory examination of the field of human cognition. Topics include perception, attention, short and long-term memory, problem solving and decision making. Emphasis will be on understanding the scientific nature of the discipline. PREREQUISITE: PSY1200

PSY2620: Educational Psychology (3)
This course examines aspects of psychology related to human learning and the educational process. The course surveys topics such as learning, thinking, memory, intelligence, creativity, testing, motivation and mental development that are vital to teachers and valuable to anyone engaged in learning. PREREQUISITE: PSY1200

PSY2820: Advanced Statistics (3)

This course is a continuation of PSY2302, including a brief review of the material previously covered, such as probability, sampling and hypothesis testing for both parametric and non-parametric analysis. Presented for the first time are such topics as Factor Analysis of Variance, the within-subjects Analysis of Variance, the paired t-test and Chi-Square. PREREQUISITE: Students must earn a grade of C- or higher in PSY2302 or its equivalent

PSY2821: Advanced Statistics Laboratory (1)
An experiential lab to accompany PSY2820, this course emphasizes the entry, calculation and interpretation of statistical analyses using SPSS. Students will also learn and practice writing up statistical analyses in APA format. Exercises follow the statistical tests presented in PSY2820. PREREQUISITE: Students must earn a grade of C- or higher in PSY2302 or its equivalent. CO-REQUISITE: PSY2820

PSY3000: Psychology of Industry (3)
This course surveys industrial and organizational applications of psychology. Principles of individual differences are discussed that relate to career choice, career advancement, management and the workplace environment. PREREQUISITE: PSY1200

PSY3422: Physiological Psychology (3)
This course is an introduction to the physiological basis of psychology. It focuses on the human brain and nervous system as they relate to topics such as learning, memory, motivation, sensation, sleep, drugs and mental disorders. PREREQUISITE: PSY1200

PSY3600: Abnormal Psychology (3)
This course examines the historical perspectives of abnormal behavior and the nature, classification, etiology and treatment of a variety of psychopathologies. Intended for majors in psychology, nursing, criminal justice, occupational therapy, physical therapy, special education and human services. PREREQUISITE: PSY1200

PSY3607: Social Psychology (3)
This course examines human behavior as it is affected by various social situations. Topics include the study of attitudes, social attribution, altruism, aggression, group behavior and interpersonal attraction, among others. PREREQUISITE: PSY1200, recommended for juniors and seniors only

PSY3609: Social Influence (3)
This course will introduce students to social influence - from the theoretical origins in psychology to its applications in psychology, sociology, political science and business. The main goal of the course is to illuminate the social forces that impact people's daily lives - from choosing a brand of toothpaste to implementing organizational changes. By seeing how social influences operate in everyday situations, student can better understand why they feel and act as they do. Additionally, students will become more aware of attempts to influence them and will be more adept at influencing others. PREREQUISITE: PSY1200, recommended for juniors and seniors.

PSY3612: Personality (3)

In this course, theories and research directed toward understanding individual differences in thought, feeling and behavior are considered. Major focus will be on psychodynamic, humanistic, behavioral, cognitive and trait perspectives. Psychotherapies will be examined as implementations of personality theory. PREREQUISITE: PSY1200, Junior standing

PSY3615: Experimental Psychology (4)
This is a laboratory course dealing with the nature of science and scientific research methods. Although the emphasis is on experimentation, quasi-experimental designs and other research methods are covered in detail. Students carry out research projects, analyze the results and write APA-style research reports describing the research project. PREREQUISITES: PSY2600, PSY2820, PSY2821

PSY4245: Topics in Psychology (3)
The Topics in Psychology course addresses special topics not ordinarily covered in other departmental courses and often provides students with cutting-edge insights and experiences. Topics will vary each semester based on the expertise of the faculty member teaching the course. Students will be expected to read current research and literature on the selected topic, engage in class discussions of the reading and complete a course project. Course may be repeated twice if different topics, up to a total of 6 credits. PREREQUISITES: PSY1200, recommended for juniors and seniors only

PSY4598: Teaching Assistantships in Psychology (3-6)
A number of advanced psychology majors are selected each semester by the psychology department to act as TA's (teaching assistants) in several undergraduate courses. The TA's are expected to deliver lectures, be involved in an active tutoring program and to assist in both creating and scoring exams and quizzes, in short, to be involved actively in the total teaching process. This course may be repeated for credit with permission of the department up to a total of six credits. PREREQUISITE: Junior or senior status and permission of the department chair.

PSY4615: Experimental Methodology (4)
In this course, the student conducts his/her own original research project under the close supervision of the instructor. The project encompasses all phases of the research endeavor from conceptualization of the question, through data collection and analysis, to the written report in the format of the APA. Especially recommended for psychology majors considering graduate school. PREREQUISITE: PSY3615

PSY4698: Directed Study (3)
Part one of a two-part course. In these courses a student pursues in depth an individualized program of reading and/or research with a specific faculty member. These courses may be repeated for credit with permission of the department up to a total of six credits. PREREQUISITES: Permission of chairperson of the department.

PSY4798: Directed Study (3)
Part two of a two-part course. In these courses a student pursues in depth an individualized program of reading and/or research with a specific faculty member. These courses may be

repeated for credit with permission of the department up to a total of six credits. PREREQUISITE: Permission of chairperson of the department.

PSY4830: History and Systems in Psychology (3)
This course addresses the roots of modern psychological thought and methodology from their origins in philosophy and the natural sciences through the refinement of psychology in its current form. The major theories, schools of thought and the people who have influenced the field of psychology will be examined. This course also serves as preparation for students who will be taking Graduate Record Examinations and for graduate study in psychology. This meets the requirement as a writing intensive course in the major. PREREQUISITE: PSY3615

PSY4899: Psychology Practicum (3)
Students are placed in off-campus settings such as detention centers, hospitals, senior citizen centers, alternative schools and halfway houses. Some on-campus placements may also be available. Journals are maintained reflecting the student's activities and reflections while at the practicum site. An academic paper with citations from psychological literature is required covering some aspect of the practicum experience (i. e. client population, treatment approach, strategy for change, etc.). Detailed plans for the practicum are made in consultation with the instructor. A practicum completed in another department, which has an acceptable psychological component, may be used to fulfill this requirement. Students completing a double major only need to complete one Practicum experience. PREREQUISITES: Psychology majors and minors only, Junior or Senior status and a GPA of 2.0 or higher.

Public Health

PCH1030: Introduction to Public Health Practice (3)
Overview of the basic principles of public health practice, including the infrastructure of public health, the tools employed by public health practitioners, biopsychosocial perspectives of public health problems, health promotion and prevention of disease and injury, quality assurance and improvement and legal and ethical concerns. PREREQUISITE: None

PCH2030: Global Health (3)
Overview of major global health issues; the socioeconomic, biological and environmental causes and consequences of disease and global health metrics, ethics, policies and practices. PREREQUISITE: None

PCH2040: Epidemiology in Public Health (3)
Provides an introduction to principles of epidemiology with a focus on preparation to read and interpret research in public health. PREREQUISITE: None

PCH3031: Public Health Policy (3)
This course will examine the essential concepts, principles, organizational skills and political processes integral to the development, formation and analysis of public health policy. Senior Level. PREREQUISITE: PCH1030

PCH3066: Internship in Public Health (3)
The internship provides an opportunity for each student to apply the knowledge and skills acquired throughout the program by working under the guidance and direction of a public health professional. With the guidance of their program advisor, students may choose to complete the practicum in a public health setting that is of interest to them and aligns well with their career goals. PREREQUISITES: PCH1030, PCH2040

PCH3200: Disparities in Health (3)
The course will be situated within the historical context of the United States, including the social, political, economic, cultural, legal and ethical theories related to health disparities. Several frameworks regarding health disparities will be used for investigating and discussing the empirical evidence on disparities, research and outcome measurement issues, policy and policy formation concerns and intervention practices. Disparities will be discussed in terms of racial/ethnic differences in health and health outcomes as well as disparities among other subgroups (e. g., the poor, women, uninsured, disabled and non-English speaking populations) will also be included and discussed. PREREQUISITE: PCH1030

PCH3250: Environmental Health (3)
The ecological position of human populations within the global ecosystem and impacts of natural environmental factors and pollutants on human health will be explored. Specifically, how the body reacts to environmental pollutants, physical, chemical and biological agents of environmental contamination, vectors for dissemination (air, water, soil), solid and hazardous waste, susceptible populations, biomarkers and risk analysis, the scientific basis for policy decisions and emerging global environmental health problems. PREREQUISITE: PCH1030

PCH3630: Community Health Promotion (3)
Overview of community health within the context of public health practice. Students will discuss foundations of community health, explore major health concerns, analyze determinants of health and evaluate strategies to improve health of communities. PREREQUISITE: None

PCH3632: Program Planning & Evaluation (3)
Focuses on the knowledge, skills and strategies needed for planning, implementing and evaluating health education programs to facilitate health behavior changes in individuals, groups and communities. PREREQUISITES: PCH1030

PCH3800: Special Topics in Public Health (3 or 4)
The course provides the opportunity for the Public Health Department to offer courses that allow students to pursue topics in depth that were introduced in the introductory course, PCH1030 Introduction to Public Health. The course will be offered on a variable credit basis, as a 3 credit class lecture/discussion or a 4 credit lecture/discussion/lab.

PCH4100: Research Methods in Public Health (3)
This course addresses a key competency in public health, the fundamentals of research study design, methods, and data collection. It serves as an introduction to quantitative, qualitative, mixed method and participatory approaches to research, as well as ethical issues in conducting

research. Through the mix of texts, articles from the public health literature and course work, students will build skills for conducting research and evaluation in the field of public health. PREREQUISITE: PCH3630

PCH4430: Seminar in Public Health (3)
This course focuses on the integration of public health knowledge, skills and practice acquired during the program. Emphasis will be on summarizing, analyzing and synthesizing major key concepts and critically evaluating strategies to impact the health of the public. Focus will be on current health challenges locally and globally. Students also will complete the projects started in PCH4899 as part of the seminar. PREREQUISITES: PCH1030, PCH2030, PCH2040, PCH3630, PCH4899

PCH4899: Capstone in Public Health (3)
Focuses on selecting and applying effective strategies and skills to plan, develop and implement a culminating project that integrates coursework and internship experience. Provides students with the opportunity to focus on a key health issue in the community and/or one that is related to their intended career goals as a public health professional. PREREQUISITES: PCH1030, PCH2030, PCH2040, PCH3630, PCH4100

Social Work

SWK2000: Introduction to the Behavioral Sciences for Human Services (3)
The purpose of this course is to introduce students to knowledge of human development and behavior as a base for addiction counseling practice. The course will cover a current and comprehensive examination of human behavior using a multidimensional framework. Students will explore the biological dimension and the social factors that affect human development and behavior, encouraging them to connect their own personal experiences with social trends in order to recognize the unity of person and environment. Life span development from conception to very old age is examined. The course focuses on theories and knowledge related to biological, sociological, psychological, spiritual and cultural processes and development across the life span. It addresses the environmental conditions that support or inhibit individual and family growth; and variations arising from ethnicity, class, cohort, gender, race, sexual orientation, religion, and other differences. Particular attention is given to factors that contribute to persons being at risk and the issues and concerns of multi-cultural, urban populations. Twelve case studies are used to illustrate a balanced breadth and depth of coverage to help students apply theory and knowledge to addiction counseling practice.

SWK2010: Addiction & Substance Use Disorders (3)
This course includes an introduction to the history of addiction treatment and recovery in the United States from the nineteenth century through to the present day. Topics include: recovery movements, the birth of addiction treatment, psychological approaches, the 12-step model, and modern addiction treatment, with an emphasis on understanding a variety of models and theories of addiction along with an attitudinal appreciation of the complexity inherent in understanding addiction. The social, political, economic and cultural contexts are also discussed, with an

emphasis on the risk and resiliency factors for individuals and groups. The course will also examine co-occurring psychiatric disorders as the norm with substance use disorders and addictions. A holistic approach to working with individuals will be introduced, using a single case example throughout the text to encourage the sequential application of concepts to co-occurring disorders. Students will be exposed to DSM-5 diagnostic criteria, the 2014 ACA code of ethics, and 2016 CACREP standards integrated throughout the mandatory readings.

SWK2020: Psychopharmacology for Counselors (3)
This course presents an introduction to the rapidly advancing field of psychopharmacology by examining how drug actions in the brain affect psychological processes. Students will learn a historical background to gain an appreciation for the development of drug treatments and neuroscience over time. Coursework covers major topics in psychopharmacology, including new drugs and recent trends in drug use. Pedagogical features informed by the latest scholarship in teaching and learning are integrated throughout the course text to ensure that students are able to process and understand the material with ease. The course introduces students to current advances in addiction treatment by examining treatment outcome research, evidence-based approaches, and pharmacological advances in the field. Topics include: the neurobiology of addiction, substances of abuse, familial patterns of genetic transmission and epigenetics, cultural competence, and trauma-informed care. The course highlights the needs of special populations.

SWK2030: Drugs & Society (3)
This course exposes students to biopsychosocial models used to explain substance use, abuse, dependency, and addiction. Students gain an understanding of social, genetic, physiological, and neurobiological factors contributing to alcohol use and abuse, as well as familiarity with the impact of these behaviors on the individual, the family, and the community. Specific attention is given to the roles of gender, age, culture and religious training as they relate to pattern of use. Course readings use sociological and other perspectives to examine drug and alcohol use in U.S. society. Topics are arranged topically rather than by drug categories and explores diverse aspects of drug use, including popular culture, sexuality, legal and criminal justice systems, other social institutions, and mental and physical health. Coursework will include case studies from field research that give students empathetic insights into the situations of those suffering from substance and alcohol abuse.

SWK2401: Introduction to Social Work (3)
This course studies the development of modern theory and social work methods in the various fields of social work, including case work, group work and community organizing. PREREQUISITES: SOC1100, 6 hours of psychology or permission of instructor

SWK3010: Individual Addiction Counseling (3)
This course is designed to provide students with a specific skill base for assessment and counseling of persons struggling with addictions. Students will also be introduced to the theory and empirically validated treatment approaches specifically developed for adults, adolescents or families and the special populations of those who are dually diagnosed and those who are in chronic pain. Emphasis will be placed on developing competency in intake and assessment interviewing, behavioral treatment planning, and development of basic understanding of psychopharmacology as it applies to addiction counseling. Students will practice interviewing

and counseling and learn referral processes. The coursework introduces specialized counseling skills such as crisis prevention and intervention and addiction counseling. The course invites students into the heart of addictive thinking, offering first-person accounts of what it is like to experience different addictions. Theories covered include motivational interviewing, moral theory, developmental theory, cognitive behavioral theories, attachment theory, and sociological theory. Approaches to relapse prevention are also covered in this course. Focusing on the new DSM-V classifications for addiction with an emphasis on CACREP and treatment, the course text is an essential reference for both students and practitioners wanting to gain a deeper understanding of those with addiction.

SWK3020: Group Addiction Counseling (3)
This course will cover numerous skills, techniques, insights, and case illustrations demonstrating how to tap into the heart of group therapy: the interpersonal processes for group members struggling with addiction. The course will cover group processes from beginning to end, including setting up a group, running the first session, facilitating the opening and closing of each session, working with tension and conflict, and using advanced skills and intervention techniques to facilitate member change. Students will expand on group leadership skills to include methods of running mandate groups, semi-structured groups, basic level unstructured groups, and advanced level here-and-now focused groups, as well as using psychodrama techniques to heal unresolved grief and loss in relation to addiction and recovery. Students will learn to write group curriculum and support peer run groups with individuals with lived experience.

SWK3201: Social Case Work (3)
A primarily experiential and social work course for those seriously considering social work careers. Major topics covered include methods and techniques used in social casework, the interviewing process, role-playing and casework within the agency setting. PREREQUISITES: SWK2401, SOC1100, 6 hours of psychology or permission of the instructor

SWK3300: Principles of Case Management (3)
This course includes an in-depth analysis of the case management process from a generalist prospective for those seeking to work with individuals struggling with drug or alcohol addiction. Coursework focuses on evidence-based practices in contemporary case management, clarification of practitioner attitudes, effective communication skills, client assessment, service plan development, case documentation, the monitoring of services and treatment, and case termination. Other topics include: crisis intervention, group work, substance use disorders, legal interventions, advocacy and cultural competence. Text readings equip students with the knowledge and skills they need to be effective case management practitioners in a variety of health and human service organizations. Coursework also introduces students to a unique Task-Centered Case Management Model built around the unifying principles of the profession—person-in-environment, strengths-based work, and ecological perspective. Students will work with over twenty case studies described by case managers and professionals which offer innovative practice insights, illustrating the practice roles and responsibilities of today's case managers and the realities of conducting case management in today’s growing, exciting, and challenging field.

SWK3460: Social Work-Child Welfare I (3)

This course will focus on the knowledge, methods and skills of social work practice in the field of child welfare. It will provide an overview of the current children's welfare system services and practices. Students will explore and analyze the impact of services and practices on the child and family. In addition, students will examine the historical trends in services to children and their families within the framework of supportive, supplemental and substitute services that have evolved over time as part of the service structure in child welfare. While recognizing the impact of impoverishment, changing family structures and other aspects of pressures on contemporary family life, attention will be given to social work approaches that encourage parenting strengths and home-based intervention options as preventive strategies in child welfare services. PREREQUISITES: SOC1100, SWK2401, SWK3201, junior standing or permission of instructor

SWK3670: Special Topics in Social Work (3)
An offering of courses that vary. Examples of future anticipated courses include Women in Social Work, Social Work and Health, and Social Work Statistics. Prerequisites: None

SWK4000: Practicum I (4)
The first of two practicum experiences in the Addiction Counseling Certificate program. Students will participate in a 150-hour practicum experience in a community agency that provides services and support to individuals struggling with addiction. The course provides the opportunity to enhance/augment knowledge and skills related to working with clients with addiction, emphasizing confidentiality, professionalism, ethical principles and conduct. Students will practice their acquired skills through supervised individual and/or group focused involvement utilizing core functions of an alcohol and drug counselor with an emphasis on the roles and responsibilities of a helping relationship and the interpersonal skills needed to be an effective helper. This includes development of self-awareness, the professional helper role, ethical considerations, and cultural competence in the helping profession. Students will also participate in a seminar experience for additional personal/professional support, supervision, feedback and exploration of field-related experiences. Text readings cover the helping process, self-awareness, and ethics in helping and focuses on specific helping skills such as listening and hearing, empathy, reflecting, paraphrasing, questioning, clarifying, exploring, and offering feedback, encouragement, and psycho-education as well as helping individuals in crisis and helping in groups. Note: Placement in an agency site for is not guaranteed and depends upon agreement among the site, the faculty, and the student. Special Requirement: This course must be completed with a C or better to count towards the Addiction Counseling Certificate. Students assume travel costs to agency site.

SWK4010: Practicum II (4)
The second of two practicum experiences in the Addiction Counseling Certificate program. Students will participate in a 150-hour practicum experience in a community agency that provides services and support to individuals with substance use disorders. Students apply the cumulative knowledge and skills acquired in the foundational courses. The course will continue to provide the opportunity to enhance/augment knowledge and skills related to working with clients with a substance use disorder with an emphasis on confidentiality, professionalism, ethical principles and conduct. Students will continue to practice their acquired skills through supervised individual and/or group focused involvement utilizing core functions of an alcohol and drug counselor with an emphasis on the roles and responsibilities of a helping relationship

and the interpersonal skills needed to be an effective helper. Students will continue to enhance their development of self-awareness, the professional helper role, ethical considerations, and cultural competence in the helping profession. Students will continue to participate in a seminar experience for additional personal/professional support, supervision, feedback and exploration of field-related experiences. Text readings will further elaborate on the helping process, self-awareness, and ethics in helping and focuses on specific helping skills such as listening and hearing, empathy, reflecting, paraphrasing, questioning, clarifying, exploring, and offering feedback, encouragement, and psycho-education as well as helping individuals in crisis and helping in groups. Note: Placement in an agency site for is not guaranteed and depends upon agreement among the site, the faculty, and the student. Special Requirement: This course must be completed with a C or better to count towards the Addiction Counseling Certificate. Students assume travel costs to agency site.

SWK4899: Internships in Social Work (3)
The object of the internship program is to give the student practical experience in a social agency, business, organization, or institution. Intern assignments will be made in keeping with the student's future vocational plans. Coursework includes related readings, maintaining a journal and a final paper summarizing the internship experience. Credits awarded will be determined by instructor and department chair. PREREQUISITES: SOC1100, SWK2401, SWK3201, Junior standing, or permission of the instructor and department chair

Sociology

SOC1010: Introduction to Anthropology (3)
This course presents the fundamentals of anthropology. Both physical and cultural anthropological perspectives will be utilized. A holistic focus will be on the intersection of these two perspectives as they attempt to explain human social behavior. Main topics related to the role and results of natural selection include: territoriality, food acquisition, aggression, gender roles, marriage, reproduction, religion, socialization strategies and child rearing. PREREQUISITE: None

SOC1100: Introduction to Sociology (3)
This course is designed to acquaint the student with working knowledge of the concepts used by sociologists and with the well-established generalizations in the field. Topics include socialization, primary groups, stratification, population and bureaucracy. This course is a prerequisite for all other sociology courses. PREREQUISITE: None

SOC1400: Social Problems (3)
This course examines what makes a social problem and an analysis of present areas of tension and social maladjustment, especially those associated with recent rapid social changes. PREREQUISITE: None

SOC2400: Crime and Delinquency (3)

The extent and types of crime and delinquency in contemporary society and the criminologist's contribution to the analysis of causal factors are examined and discussed. CRJ3842 may be substituted for this course. PREREQUISITES: None

SOC2410: Deviance and Social Control (3)
This course introduces the sociological perspectives of deviant behavior, including social control theory, social disorganization theory, anomie theory, labeling theory and conflict theory. Scientific research on such deviant behaviors as prostitution, pornography and drug use will be examined. Governmental deviance, corporate deviance and police deviance and the cost of these forms of deviance to society are explored. CRJ3842 may be substituted for this course. PREREQUISITES: None

SOC2420: Sociology of American Institutions (3)
This course focuses on the creation and maintenance of social institutions and the ways in which these congeries of organizations and structures shape human relations and experience. This course may focus on any of the following institutions: education, government, the military, the family, medicine, law, religion, the economy, mass media, etc. PREREQUISITE: None

SOC2430: Marriage and the Family (3)
An examination is made of the family as a major social institution and how family forms and roles vary across cultures. Topics include: ethnic and social variations in structure, single-parent families, parent-child interactions, non-traditional marriages and domestic violence. PREREQUISITE: None

SOC2600: Class, Status and Power (3)
This course is an in-depth exploration of the causes and consequences of social class inequality in the United States. Emphasis will be placed on an analysis of the multiple ways in which social and economic inequality operates to provide power and privilege to certain segments of society. The effect of social class inequality on racial and gender inequality is also considered. PREREQUISITE: None

SOC2621: Sociology of Aging (3)
Social aspects of aging over the life span will be discussed. Age-related changes, role transitions and outcomes of increased longevity will be presented. Special topics include: race, ethnicity, retirement, access to healthcare, long-term care, as well as death and dying. PSY2410 or PSY2420 may be substituted for this course. PREREQUISITES: None

SOC2631: Sociological Research Methods (3)
A study is made of methods used in sociological research with special emphasis on measurement and data collection. Time will also be devoted to the interview, questionnaire and recent sociological studies. PSY 3615 or CRJ 2350 may be substituted for this requirement. PREREQUISITES: SOC1100 orSOC1400, PSY2302, sophomore standing, or permission by instructor

SOC2643: Sociology of Work (3)

This course applies sociological research to a study of what it means to be a worker and how work has evolved historically. This course also investigates the impact of structural inequality on workers as it relates to race, class, age, gender and the institution of the family.
PREREQUISITES: None

SOC2650: Sociology of Globalization (3)
The course will cover the social systems of former colonial nations in Africa, Asia and the Caribbean. Emphasis will be placed on their changing institutions: political, economic, educational and social as influenced by colonialism. PREREQUISITES: None

SOC2800: Sociological Theory (3)
The student will study the outstanding theorists in the development of sociological thought. Special attention will be given to classical and contemporary sociological theoretical paradigms, theories, and theorists. PREREQUISITES: SOC1100 or SOC1400, sophomore standing, or permission by instructor

SOC3243: Race and Racism (3)
This course focuses on the study of race and racism in Sociology. This course examines the social, cultural and political significance of race and racism as consequential modern constructs. Special attention will be given to the ways race and racism matter in society and the consequences for people's lives. The course also highlights the urgent need for racial justice across social institutions throughout US society.
PREREQUISITES: SOC1100 or SOC1400, or by permission of the instructor

SOC3280: Sociology of Popular Culture (3)
This course examines popular culture from various sociological perspectives. Popular culture appears in many forms in our daily life such as the Internet, the media, film, music, comic books, video games, clothing fashions, and even the food we eat. We will explore the roles and influence popular culture has upon daily life by defining and analyzing the phenomenon with the aid of various sociological approaches that have been used to explain popular culture.
PREREQUISITES: None

SOC3430: Sociology of Religion (3)
This course examines the impact of religion in American life, the changing religious landscape, profiles of America's religious groups, trends in individual religious commitment and the relationship between religion and politics in the United States. PREREQUISITES: SOC1100 orSOC1400, or by permission of the instructor

SOC3440: Sociology of Health and Illness (3)
This course provides a topical overview and introduction to important sociological perspectives on health and illness. We will identify and critically evaluate the social, political, economic, and cultural forces that influence health outcomes and health disparities by demographic groups. PHC 3200 or PHC 3630 may be substituted for this course. PREREQUISITES: SOC1100 or SOC1400, or by permission of the instructor

SOC3630: Gender in Society (3)

Gender plays an important part of our lives as individuals, but also structures life within U.S. society and throughout the world. This course will focus on gender socialization, practices, and inequalities in the United States and globally. Specifically, we will examine the influence of gender in interpersonal relationships, at work, in education, in families, and in other areas of social life. PREREQUISITES: SOC1100 or SOC1400, or by permission of the instructor

SOC3825: Special Topics in Sociology (3)
An offering of courses that vary by topic. Examples of future anticipated courses include Social Demography, Sociology of Sexuality, Social Movements and Immigrant America. PREREQUISITES: None

SOC4894: Directed Study (3)
Selected topics, chosen in accordance with the student's interests and background, are analyzed in depth. PREREQUISITES: Sociology major or minor, junior standing or by permission of the instructor and approval of the department chair

SOC4899: Internship in Sociology (3-9)
The object of the internship program is to give the student practical experience in a social agency, business, organization, or institution. Intern assignments will be made in keeping with the student's future vocational plans. Coursework includes related readings, maintaining a journal and a final paper summarizing the internship experience. Students must enroll for a minimum of 3 credits. This course may be taken in more than one semester for additional credit up to a total of 9 credits. CRJ4979 or PSY4899 may be substituted for this course. PREREQUISITES: Sociology major or minor, junior standing or by permission of the instructor and approval of the department chair

SOC4896: Senior Capstone (3)
This course is taken towards the completion of the Bachelor of Arts degree in sociology and focuses on the integration of sociological knowledge, skills and practice acquired during the bachelor's degree course of study. The course provides an opportunity for each student to apply their knowledge and skills to "real world" hands on experiences by (1) conducting an original research project working under the guidance and direction of the course instructor, and (2) develop a career plan and portfolio of sociological skills and interests to pursue after graduation. PREREQUISITES: Sociology major, Senior status

Spanish

SPA1010: Latin American Popular Culture (3)
This course examines distinguishing features of contemporary Latin American culture. It will provide students an understanding of modern daily life, including topics such as fashion, popular music, television, etc. Emphasis will be given to social and business etiquette, especially for students who wish to prepare themselves to engage in intercultural or international transactions. PREREQUISITES: None

SPA1100: Spanish for Health Care Professionals (3)
This course provides students with a basic knowledge of the terms and expressions used in the field of health care. PREREQUISITE: None

SPA1201: Elementary Spanish and Culture I (3)
This is a basic course for students who have had little or no experience with the Spanish language. The course includes drills in pronunciation, elementary conversation, grammar and writing and the use of a cultural approach text. This is a comprehensive language course teaching the four skills of reading, writing, speaking and listening. PREREQUISITE: None

SPA1202: Elementary Spanish and Culture II (3)
This course is a continuation of SPA1201. PREREQUISITE: SPA1201 or permission of the instructor

SPA2211: Intermediate Spanish I (3)
The course will examine more complex grammatical/structural aspects of Spanish with expanded opportunities for listening, speaking, reading and writing practice. PREREQUISITE: SPA1202 or permission of instructor

SPA2212: Intermediate Spanish II (3)
This course is a continuation of SPA2211. PREREQUISITE: SPA2211 or permission of instructor

SPA4694: Directed Study in Spanish (1-3)
A course of directed study for majors who have completed all other coursework offered in Spanish. Appropriate readings and supervision of a written study will be arranged between the student and the instructor. PREREQUISITE: Permission of the instructor

Speech Language Pathology

SLP1010: Human Communication and Disorders (3)
This course provides an introduction to the field of communication sciences and disorders including language, speech and hearing. Normal development and basic anatomy relevant to each of these areas will be discussed along with an overview of disorders of speech, language and hearing. Additional topics related to scope and practice of the profession, assessment overview, therapy overview, augmentative/alternative communication, sign language, etc. will be discussed. PREREQUISITE: NONE

SLP1050: Multicultural Issues in Language (3)
This course provides an introduction to culture and awareness of the diversity among cultures within our own society. Definitions of race, culture and ethnicity are discussed as well as the various cultures found within the United States. The history of immigration and the impact on

the United States will be explored. In addition, communication and basic language development between English and non-English speaking cultures will be addressed. PREREQUISITE: NONE

SLP2010: Normal Speech and Language Development (3)
This course focuses on the acquisition of speech and language in children and the continued development of language over the life span and will include the biological basis of language, models of language development and the structure of language systems. PREREQUISITE: PSY2450

SLP3010: Speech-Language Disorders in the Educational Setting (3)
Study of the implications of a broad range of speech and language disorders on learning and academic performance which will include language processes that are related to literacy acquisition. Assessment and service delivery models in the educational setting will also be addressed. PREREQUISITE: None

SLP3050: Clinical Methods (3)
This course presents an introduction to clinical issues in providing services to persons with communication impairments. Case management, documentation, assessment and therapy principles as well as professional responsibilities and ethics are addressed. PREREQUISITE: None

SLP3099: Practicum (3)
This practicum allows the student to apply concepts and theories learned in previous classes via observation of assessment and therapy sessions in a variety of educational and clinical settings. Where permissible and practical, students will have the ability to participate in supervised speech, language and hearing interventions. PREREQUISITE: All courses in SLP sequence

Sports and Recreation Management

SRM1600: Introduction to Sports Industries (3)
This introductory-level course provides an overview to the structure of the sport industry and highlights the scope and variety of career opportunities in sport. The fundamental management principles and concepts applied to sport industry will be introduced. Students will utilize critical thinking questions and ethical decision guidelines to solve problems sport managers face. Selected sport management functions and current challenges in sport management are introduced through group project and presentation. PREREQUISITE: None

SRM2600: Event and Facility Management (3)
Examines the history of facility management and modern issues facing facility managers. The focus is on the application of management skills as applied to arena, stadium and event management. The course examines the requisite skills to run a facility, including understandings on management theory, facility operations, marketing, budgeting and legal considerations. PREREQUISITE: SRM1600

SRM2801: Sporting Goods Industry (3)
Examines the principles and foundations of the sporting goods industry. The focus is on the history, the current structure and the current challenges facing the industry. The students also gain an understanding of the role of vendors in the industry as well as learning about the channels of distribution, an understanding of how products are marketed in the sporting goods industry, the financial dimensions of the sporting goods industry and an appreciation for the growth of e-commerce in the sporting goods industry. PREREQUISITE: None

SRM2850: Public Relation and Sport Media (3)
This course will cover the history and evolution of sports communication. Students will explore careers in sport communication and sport mass media industry. Various components of communication in sport will be introduced, including personal communication, organizational communication, sport mass media, social media in sport, integrated marketing communication, public relations, and crisis communication. Experiential learning opportunities are designed around organizational website, news release, press conference, strategic social media plan, and public relation campaign. Experiential hours with AIC Athletic Communication are required. PREREQUISITE: None

SRM3203: Sports Psychology (3)
Examines psychological theories and research related to sport and exercise behavior. The course is designed to introduce students to the field of sport and exercise psychology by providing a broad overview of the major topics in the area. Students work to increase understanding of how psychological factors influence involvement and performance in sport, exercise and physical education settings and to increase understanding of how participation in sport, exercise and physical education influences the psychological makeup of the individuals involved. PREREQUISITE: Junior/Senior status

SRM3210: Sport Marketing (3)
Analyzes the application of marketing, promotion and public relations principles to sport industries. Explores issues in marketing of the sport enterprise, sport-related programs and facilities, products and services. Focuses on marketing sports as a commercial proposition and on relating sports as a support tool in the marketing of non-sport related products and services. Addresses the unique challenges and new trends in sport marketing. PREREQUISITE: MKT1450

SRM3211: Legal Issues in Sports and Recreation Management (3)
This course analyzes the legal principles and issues involved in the field of sports and recreation management. It explores tort liability, negligence and product liability, constitutional law, labor laws, personal freedom and individual rights, discrimination issues, due process and risk management. PREREQUISITE: Junior/Senior status

SRM3212: International Aspects of Sports Management (3)
This course analyzes the evolving nature of the global sports and recreational business environment with special focus on major events such as the Olympics, World Cup and Formula One. Integration of markets, regulatory institutions and policies and cultural factors are examined

as driving forces as well as foreign entry strategies and operational decisions in the growth of sports throughout the global economy. PREREQUISITE: Junior or Senior status

SRM3401: Sport Finance and Economics (3)
Examines the application of financial methods and economic analysis to the sport enterprise. Focus is on understanding the sport organization as a business model. Techniques of labor economics are applied to the market for sport talent. Uses the tools of finance to assess the economic viability of sport enterprises - ratio analysis, return of investment, capital budgeting, taxation and cash flow and revenue enhancement through ticket sales, sponsorship and licensing. PREREQUISITE: ECO1401 and ECO1402

SRM4090: Current Issues in Sports Management (3)
This course deals with topics that are in the forefront of concern for managers in the sports industry. Among the topics covered are: events management, security issues (terrorism and crowd control), selection and compensation of key player, technical and administrative personnel, community standards and public policy, behavior and conduct of players and spectators. The course makes extensive use of case studies, guest speakers and field trips to major sporting sites in New England. PREREQUISITE: Senior status

Theater

THR1400: Introduction to Theater (3)
This course introduces students to theater as an interdisciplinary, collaborative art. Students will read and analyze plays from varied periods of theater history. The course content includes study of the art, craft, business and historical roots of drama, as well as theaters relationship to the fine arts. Students will attend the Fall or Spring play and write a formal theatrical critique and whenever possible will attend outside theatrical productions. Over the course of the semester students can expect to engage in a number of group projects including re-writing a scene from a classical play in their own contemporary vernacular and writing a short play using only three words. PREREQUISITE: None

THR1420: Fundamentals of Acting/Acting I (3)
This course introduces students to the study and practice of acting for the theater. They will acquaint themselves with physical and vocal warm up activities to harness and understand the actor's body. Students will read plays and will develop one monologue and one scene over the course of the semester from one of the plays read. Students will engage in acting exercises to enhance focus, clarity of thought, a better understanding text, a better understanding of objective driven action and vocal and physical transformation and character development. For each character played students will create a character biography and character journal prior to final performance of scene and monologue. This course also provides a space in which students can harness skills in public speaking, development of confidence and poise and focus in any given situation. PREREQUISITE: None

THR1430: Theater Workshop I (3)

Theater Workshop I is the first of three courses under the theater workshop designation. This course is an introduction to the play development process. Students can assume the duties of an actor, crew technician, crew costumer and crew props master. Students will be encouraged to work out of their areas of interest to work instead in the areas they know little about. As this section of Theater Workshop is meant for the student who is newly engaging theater each student will be working as an assistant and or supporting player in the process. This course is structured like a crew and company at a professional theater in that hierarchy is of great importance. There will be a lead in each area of study and the students in Theater Workshop I will assist and or apprentice under the more experienced theater students. In addition to other assigned work each student will write a formal evaluation of their work at the end of the semester. Students can take this course for 1, 2, or 3 credits depending on their credit load that semester. Each students work hours in the course will correlate with the credit(s) they are taking. Students can take this course for up to three credits. PREREQUISITE: None

THR2420: Styles of Acting/Acting (3)
This course is the second course in the acting curriculum. The focus of this course will be on the identification and study of the varied styles of acting. We learn in Fundamentals of Acting the importance of focus, center, objective driven action, understanding of text, the relationship between the voice and the body, improvisation and transformative tools for character development. In this course we will study the varied styles of acting including but not limited to, Kabuki, Commedia, Poetic Realism, Realism, Absurdist etc. We will dive into world theater styles and acting for the theater by watching video of actors training in such areas and engaging in some of the same exercises and assignments they do. We will write about such styles and debate the relevance or lack of relevance and how an actor can adapt to changing styles of performance. One major project will be assigned at the end of the semester and will culminate with the performance of a monologue or scene from one of the plays we have read in class in one of the styles studied in the course. The performance will be accompanied by a written explanation of the student process in developing the performance and a self-evaluation of their work. PREREQUISITES: THR1420, Sophomore standing

THR2430: Theater Workshop II (3)
Theater Workshop II is the second of three courses under the theater workshop designation. This course is an intermediate course and is meant for students who have taken Theater Workshop I. Students can assume a larger role in the production in terms of the hierarchy of theatrical production. Students can work as an actor, technician, asst. stage manager, publicity director, asst. costumer, assistant lighting designer or light board operator, props master, or dramaturg (theatrical researcher). Students will be expected to lead by example for the students involved in Theater Workshop I and will develop work that is reflective of their level of understanding of the subject and their professional title. In addition to other assigned work each student will write a formal evaluation of their work at the end of the semester. Students can take this course for 1, 2, or 3 credits depending on their credit load that semester. Each students work hours in the course will correlate with the credit(s) they are taking. This course can be taken multiple times up to 3 credits. PREREQUISITE: THR1430

THR2500: Scene Study (3)

This course is the study of scene development and text analysis for the actor. Students read six plays over the course of the semester and chose a scene to work on from each play assigned. Students will engage in conventional and non-conventional scene development and analysis while intensely studying subtext, hidden meanings and character background. There will be many written and research based assignments related to each character developed. Students will harness a deep understanding of how a scene is conceived of, written and performed with a scholarly knowledge of the text and its origination. PREREQUISITES: THR1420, Sophomore standing

THR2600: Movement for the Actor (3)
This course focuses on the development of each students understanding of their own body as performers. This course can be taken by actors, dancers, students interested in physically harnessing their center and athletes looking to improve upon their ability to exhibit focused and graceful action on the field. Students will learn how to harness energy and sustainability while engaging in physical theater exercises that focus on the brain body connection. Students will read texts and articles focused on specific movement styles and will engage in physical exploration of these styles furthering their understanding of each styles purpose. Students will develop movement topographies and an understanding of stage combat and will journal about their experiences. An attempt is made to bring in a movement based theater company for workshop training. PREREQUISITE: THR1420

THR2610: Costume Design (4)
In this course, comprised of both lecture and laboratory, students will learn the fundamentals of costume, hair and makeup design for the stage. Students will learn techniques for stage make up and wig design, how to design costume sketches and the techniques necessary to design and build a garment. Students will also learn costume history, the importance of costumes and make up and how they serve contemporary productions. Students will learn all aspects of caring for and storing costumes and how to organize the dressing room for productions. Final projects will include make up plots, styling wigs and building a garment for the department production. Students will also learn how to develop a portfolio of their work. PREREQUISITE: THR1430

THR2611: Costume Design Laboratory (0)

THR2620: Play Production (4)
This course is the fundamental technical theater course in the theater arts curriculum. There is a lecture and lab component to this course and students should be prepared to work hard as both scholars and crew members. During lab time student will learn how to correctly use tools and saws, develop a theatrical flat, paint sets using various techniques, recognize the basic parts of a lighting instrument, rig lighting, gel lighting, design a set and create a set model. Students will be introduced to the basics of set, light and sound design while learning about the history of technical theater and how spectacle can be used most effectively. Students in play production will use their skills to develop the set, lights and sound for the theatrical production that semester. In conjunction with students in the theater workshop courses Play Production students will lead the development of spectacle for the play. PREREQUISITES: THR1400, THR1402, THR1430

THR2621: Play Production Laboratory (0)

THR3200: Voice and Articulation (3)
This basic voice and articulation course and accompanying lab is designed to help students improve their speaking voice both onstage and in professions such as teaching, management, marketing, public relations and law just to name a few. In this course, students will gain an understanding of vocal health and the physical demands placed on the vocal apparatus. Content covered will include the Linklater Vocal Warm Up, study of The International Phonetic Alphabet and basic dialect (accent training). Students will develop the tools needed to recognize and start to deal with their own individual vocal challenges including sustainability and moving beyond impediments of all kinds. PREREQUISITE: THR1420

THR3210: Theater History I (Ancient Greeks-1750) (3)
This course is a history of theater course and will focus on the time periods of Ancient Greece through to 1750. Students will read plays from each era of theater history studied and will research the life of work of each playwright read. There is a strong lecture component to this course coupled with a written assignment for each play assigned. There will be an exam for each section of the course material divided by period and will culminate with a major research based project at the end of the course. PREREQUISITES: ENG1201, THR1400

THR3430: Theater Workshop III (3)
Theater Workshop III is the third of three courses under the theater workshop designation. This course is an advanced course and is meant for students who have taken Theater Workshop I and II. Students can assume roles in the leadership in the production including working as the set designer, costume designer, stage manager, publicity director, lighting designer, make up designer and upper level acting student. Students will be expected to lead by example for the students working with them making up their crews and apprentice groups. Students in Theater Workshop III must be prepared to take on leadership roles that give them the opportunity to experience the level of work and commitment needed to perform such duties in the real world of the professional theater. Students in this course must also have a focus in terms of their area of study within the course and it must correlate with something they have worked with in the past in the other theater workshop courses. PREREQUISITE: THR2430 or permission of the instructor

THR3610: Theater History II (1750 - Present) (3)
This course is a history of theater course and will focus on the time periods of 1750 through to the present time. Students will read plays from each era of theater history studied and will research the life and work of each playwright read. There is a string lecture component to this course coupled with a written assignment for each play assigned. There will be an exam for each section of the course material divided by period and will culminate with a major research based project at the end of the course. PREREQUISITE: ENG1202

THR 3620: Special Topics in Theater Arts (1-6)
This course offers topics that vary from the existing Theater Arts curriculum and/or expands upon that curriculum. This course helps students develop a more specialized knowledge and skill set in regard to the area of theater practice covered in the course. Topics could include advanced costume design and construction, set design, sound design, styles of acting, voice and

articulation, movement for the actor, theater history, scene study, directing etc. PREREQUISITE: Permission of the professor and junior status. This course can be taken twice for up to 6 academic credits.

THR3820: Dramaturgy (3)
This course is based on theatrical research of dramaturgy. If a student has an interest in theatrical research and would like to serve as the dramaturg for a production on campus they will be instructed to take this course in theatrical research. Students will learn the basic approach to theatrical research and why it is integral to ensure a scholarly theater production. The course will focus on the development of the dramaturg's writing skills and formation of a dramaturgical notebook. PREREQUISITES: Junior or Senior status and permission of the instructor

THR3830: Stage Management (3)
This directed study course is based on the development of stage management skills. If a student has interest in working as a stage manager they will be instructed to take this one credit course. Students will learn to develop a stage managers box of tools as well as a stage managers prompt book including any and all information about the production being worked on. Students will learn to develop necessary forms for auditions, actor biography and production meeting minutes as well as rehearsal report notices. Sections focusing on how to work with challenging actors and crew members will be offered as well as how to work with directors and designers of varied style. PREREQUISITES: Junior or Senior status and permission of the instructor

THR4610: Theater and Society (3)
This course is a theory based course and will focus on the relationship theater shares with the society. As theater reflects the world we live in, we must as theater artists take an interest in our communities. We will study the work of Augusto Boal, The Living Theater, The GLBT, Women's and Black Theater Movements. Students will be assigned readings and will research a theater and society movement. There will be a major final research project assigned that will be presented to the class. The course will culminate with the class volunteering at a local school and will offer ensemble and community building workshops to students. There is an attempt made to bring in a guest theater artists to engage students in discussion of their work as a socially conscious theater artist. PREREQUISITES: ENG1202, THR1400

THR4810: Directing (3)
This course is focused on the fundamentals of directing for the theater. This culminating experience should be taken during a student's senior year. The basic fundamentals of directing will be covered including staging, styles of directing, history of directing, text analysis, scene study, directing theory, working with actors and development of a prompt book. Students will choose one scene to direct for the mid-term exam and a one act play that they must direct as part of a one act play festival that will culminate at the end of each semester in which this course is offered for a final exam. Students will be given examples of each major fundamental and will be given multiple writing and reading assignments. There will also be a series of workshops during class time that will engage students in physical development of stage pictures and will allow them time to rehearse their approach to actors in the formal rehearsal process. Student actors can be used from the Fundamentals of Acting and Styles of Acting courses. PREREQUISITES: THR2420, THR2500, THR2430, Senior standing

THR4899: Theater Arts Internship (1-6)
One of the assets of the theater program is our close relationship with area arts organizations and professional theaters that provide internship opportunities to our students. These internships will be production based and will include work in the following areas: acting, directing, stage management, costume, light, sound and set design, theater administration and casting. Students will take this course once as a junior and once as a senior. Students will document their professional learning experience though daily journals and three written self-evaluations. This course can only be taken with the pre-permission of the department chair and approval of the dean of the School of Arts and Sciences. PREREQUISITE: Junior status

Visual and Digital Arts

VDA1800: The Vital Basics: Drawing, Painting and Sculpture (3)
Students will learn the principles and elements of art through various media, such as drawing, painting and sculpture. They will learn techniques and processes to capably and inventively translate ideas into form. Students will also employ the stages of the artistic process to develop creative problem solving skills. A vocabulary for participating in critiques will be introduced. Topics include: color, form, space, line, pattern, rhythm, balance, perspective and abstraction. PREREQUISITE: None

VDA2000: Business Know-How for the Entrepreneur (3)
For individuals who may spend part of their careers doing freelance work, starting a business or other entrepreneurial ventures, this course lays out the fundamentals of working on your own. Principles of sole proprietorship and group ventures will include accounting, organizational development, business structure, articles of incorporation, roles and responsibilities, contracts and negotiations, industry leadership and mentoring, and design techniques for advertising and branding. Effective traditional and social media marketing practices are covered as well. The importance of networking, both new school and old school, is emphasized, along with no-cost/low cost guerrilla marketing techniques. PREREQUISITE: None

VDA2210: Digital Storytelling (3)
Students will learn how to communicate multilevel stories of a place, moment, person or time by creating multimedia projects. Working with text, still photography, video, music and audio, students will create digital stories and post them online. Students will combine timeless art principles (including viewpoint, composition, light, angle and setting) with literary fundamentals (such plot diagramming and character development) to create modern video projects. PREREQUISITE: None

VDA2300: The Art of Advertising (3)
The course examines the vital role of art in advertising. Students will undertake a multidisciplinary study, approaching the topic through the lenses of history, psychology, art and culture. Combined with studying these general categories, students will create profiles of notable individuals who have put the "art" in advertising. PREREQUISITE: None

VDA2613: Graphic Design 1 (3)
In this introductory class, students will learn graphic design theory, composition, and production skills. A focus will be on developing visual solution to communications problems regardless of medium, as well as proficiency with the industry standard software tools of Illustrator, Photoshop, and InDesign. Students will learn the fundamentals of designing communication materials, including: effectively conveying messages with typography, images, and symbols; logo design; branding and visual identity. Students will create communications pieces that promote themselves as well as benefit the AIC community. PREREQUISITE: None

VDA2640: Cultivating Creativity (3)
The premise of this course is that a creative mindset can be consciously cultivated. Students will immerse themselves in the artistic process, developing tools and techniques necessary to become effective creative problem solvers. Experiential classes will combine hands-on art making with the study of research-based theories. To build art making confidence, the course kicks off with the easy to learn and relaxing Zentangle method of drawing. Lab fee charged. PREREQUISITE: None

VDA3601: Art and Culture: A Global Look (3)
Across the globe and throughout time, humans have shared a common interest in creating art. By studying the art, past and present, from a variety of cultures, students will develop a multicultural perspective as they answer such questions as: What is the role of art? What is beauty? Why do I value the images that I value? What is the value of art? What is culture? What are my biases? This is a study-and-create class, as students will produce art projects inspired by art from the cultures they study. The course combines research, museum visits and hands-on art creation. Lab fee charged. PREREQUISITE: VDA2640

VDA3613: Graphic Design 2 (3)
This class utilizes the foundation set in Graphic Design 1 to approach more complex communication and design problems. Students will focus on projects that will be distributed across multiple channels in print, on screen, and online. This course will emphasize the balance between technical and creative processes. Students will create several projects to advance their understanding of multifaceted design techniques in print and on the web, including websites, social media marketing, communication design, and advertising. Students will create their own portfolio website using art and design from their personal and academic collections, while focusing on communication, user experience and interface, mobile compatibility, and visual identity cohesion. This will also include communications pieces that benefit the AIC Community. PREREQUISITE: VDA2613

VDA3673: Graphic Design 3 (3)
This course blends design for print and web seamlessly with students working in an independent study environment paired with directed module and workshop format assignments, allowing to them to select a concentration for their final project. Students will utilize photo, video, sound, illustration, and typography for work that reflects web, print, and social platform environments in an array of assignment types, and complete a full branding kit, one-page website, and mixed print/social campaign – all necessary

requirements for working in the industry. Prerequisite: VDA3613

VDA3681: Visual and Digital Arts Laboratory (1)
Students will deepen their artistic and creative work by intensive project work. Student explorations will take many forms, whether developing a personal artistic vision, creating projects that benefit the AIC community or bringing art to the local community. With permission of the instructor, lab may be taken multiple times. PREREQUISITE: Permission of the instructor

VDA4695: Capstone Experience in Visual and Digital Arts (3)
In this course, Visual and Digital Arts Majors spend time working on projects that tailor their portfolios toward career paths that come into sharper focus as they approach graduation. The semester culminates with portfolio presentations. PREREQUISITE: Senior status only

VDA4899: Internship in Visual and Digital Arts (3)
This course is a supervised work experience for visual and digital arts students. Students have the opportunity to relate concepts and use skills acquired through coursework to practical applications in a professional setting. PREREQUISITES: Senior status only and the approval of the department chair.

Administration/President's Cabinet

Vincent M. Maniaci, JD, EdD
President

Jeffrey Bednarz, BS
Associate Vice President for Auxiliary Services

Velmer S. Burton Jr., PhD, EdD
Executive Vice President for Academic Affairs

Nicolle Cestero, MA, PHR, SHRM-CP
Chief Operating Officer
Executive Vice President
Chief of Staff
Deputy Title IX Coordinator

Jessica Chapin, MS
Director of Athletics
Deputy Title IX Coordinator for Athletics

Kerry Cole, MBA
Vice President for Admissions

Michael Dodge, EdD
Dean, Student Success and Opportunity

Michael Eriquezzo
Director of Marketing and Communications

Christopher B. Garrity, CPA
Vice President for Finance

Kristy Huntley, PhD
Director of Institutional Effectiveness

Louis R. Izzi Jr., MS
Vice President for Athletics

Lisa Liese, MEd
Bursar

Jennifer McDonough, MS
Vice President for Institutional Advancement

Jonathan Miorandi

Budget and Planning Manager

Debra Rico, PHR, Notary Public
Director of Human Resources
Deputy Title IX Coordinator

Pamela J. Robinson, MEd
Registrar

Karen S. Rousseau, PhD, MSN, RN
Dean, School of Health Sciences

Marion (Mimi) Royston, MBA
Chief Information Officer

Matthew Scott, MEd
Vice President for Student Affairs
Dean of Students
Deputy Title IX Coordinator

E. Heidi Spencer, MLIS
Director of Library Services

Susanne T. Swanker, PhD
Dean, School of Business, Arts and Sciences

Division and Program Directors

Leslie Filippelli-DiManna, DBA, SHRM-SCP
Associate Dean of the School of Business, Arts and Sciences
Director of Business Administration (MBA)
Director of Accounting and Taxation (MSAT)

Lina Racicot, EdD
Director of Graduate Psychology:
Clinical Psychology (MA)
Educational Psychology (EdD)
Forensic Psychology (MS)
General Psychology (MA)

Ellen Furman, PhD, RN, GCNS-BC
Director of Nursing

Patricia Meyers, OTD, OTR/L
Director of Occupational Therapy (MSOT & OTD)

Tracy Brudvig, PT, DPT, PhD, OCS
Director of Physical Therapy (DPT)

Frederick Hooven, MMHS, PhD
Director of Public Health

Susan Lachowski, PhD, CSCS
Director of Exercise Science, BS & MS

Directory of College Offices and Services

Administration
Nicolle Cestero
Chief Operating Officer, Executive Vice President and Chief of Staff

Academic Affairs
Executive Vice President for Academic Affairs

Karen S. Rousseau, PhD
Dean of the School of Health Sciences

Susanne T. Swanker, PhD
Dean of the School of Business, Arts and Sciences

School of Business, Arts, and Sciences
Leslie Filippelli-DiManna, DBA, SHRM-SCP
Associate Dean of the School of Business, Arts and Sciences

Admissions
Kerry Cole, MBA
Vice President for Admissions

TBA
Director of Graduate Admissions

Robert Martin
Director of Undergraduate Admissions

Adult Education Programs
Director of Adult Education and Degree Completion Programs

Athletics
Jessica Chapin, MEd
Athletic Director
Associate Athletic Director/Deputy title IX coordinator for Athletics

Thomas Pool, MS
Director of Athletic Communications

Bookstore
Tim Gilligan
Bookstore Manager

Center for Academic Success
Michael Dodge
Dean of Student Success and Opportunity

Terrence O'Neill, MA
Director of the ACE Program/Student Support Services/Trio Program

Susan Petrucelli, EdD
Director of Developmental Education

Christopher Ryan
Director of Accessibility Services and Academic Accommodations

Dexter Health Services and Counseling
Mary Paquette, MS, RN, FNP
Director of Health Services/Family Nurse Practitioner

Renee Rosado, PsyD, LMHC
Director of Dexter Counseling Center

Fr. John P. McDonagh, STL, JCL, MBA
Coordinator of Campus Outreach, Diocese of Springfield

Facilities Management
Jeffrey Bednarz, BS
Associate Vice President of Auxiliary Services

Finance
Chris Garrity
Vice President for Finance

Connie Reardon
Associate Controller

Jonathan Miorandi
Budget and Planning Manager

Student Accounts
Lisa Liese, MBA
Bursar

Financial Aid
Richard J. O'Connor, MBA, MA
Director of Financial Aid

Food Service
Todd Alden, BS
Dining Services Manager

Human Resources
Debra Rico, PHR
Director of Human Resources/Deputy Title IX Coordinator

Information Technology
Mimi Royston, MBA
Chief Information Officer

Julez Clarke, MCP/MCTS, CompTIA A+, CompTIA Security+
Senior Support and Network Specialist

Donald Roy
Manager of Support Services and Help Desk

Kelly Taylor, MSc IT
Manager of Systems and Projects

Institutional Advancement
Jennifer McDonough, MS
Vice President for Institutional Advancement

Marketing and Public Relations
Michael Eriquezzo, BA
Director of Marketing and Communications

Office of the Dean of Students
Matthew Scott, MEd
Vice President for Student Affairs
Dean of Students / Title IX Coordinator

Alexander Cross, MEd
Associate Dean of Students

Alicia McKenzie, MS
Director of Diversity and Community Engagement

Registrar
Pamela J. Robinson, MEd
Registrar

Residence Life and Housing
Blaine Fisher, MS
Assistant Director for Residential and Commuter Living

Shawn Tremblay
Associate Director of Student Life

Saremi Center for Career Development
JA Marshall, MEd
Director of Career Development for Experiential Learning and Internships

Security
Richard Alexander
Lieutenant – Campus Police

Faculty

Lauren Arcibal (2017)
Assistant Professor, Coordinator of Clinical Education, Physical Therapy
B.S., American International College 2010
DPT, Physical Therapy, American International College, 2012

Catharine Armentrout (2021)
Assistant Director of FNP Program
BS, Exercise Physiology: Cardiac Rehabilitation, Springfield College, 1992
BS, Nursing, University of Massachusetts, 2002
MSN, Family Nurse Practitioner, D'Youville College, 2010

Kate Barlow (2015)
Associate Professor of Occupational Therapy
BS Occupational Therapy, Boston University, 1997
MS Occupational Therapy, Virginia Commonwealth University, 2015
OTD, Occupational Therapy, Virginia Commonwealth University, 2015

Robert P. Benard (1996)
Associate Professor of Biology
BS, Biology, Westfield State College, 1993
MS, Biology, University of Massachusetts, 1995

Frank Borrelli (2012)
Assistant Dean; Associate Professor of Theater Arts and Director of Theater
Chair, Division of Communication and the Arts
BA, Fine and Performing Arts, Massachusetts College of Liberal Arts, 2005
MFA, Theatre, Rhode Island College, 2008

Charles Boyd (2006)
Associate Professor of Biology
BA, Biochemistry and Molecular Biology, University of California, 1990
PhD, Biochemistry and Molecular Biology, University of California, 2000

Tracy Brudvig (2018)
Director, Division of Physical Therapy
BS, Biological Sciences, University of California, 1979
MS, Physical therapy, Baylor University, 1980
DPT, Temple University, 2005
PhD, Philosophy, Pennsylvania State University, 2004

Adam P. Brunet (2008)
Associate Professor of Chemistry

BS, Biochemistry, American International College, 1988
BS, Biology, American International College, 1989
MBA, Isenberg School of Management, University of Massachusetts, 2003
PhD, Biophysical Chemistry, Princeton University, 1996

Dayna Campbell (2016)
Assistant Professor Public Health
BA, Psychology, Spelman College 1992
MS, Health Promotion and Education, University of South Carolina, 1999
PhD, Health Services Policy and Management, University of South Carolina, 2018

Patrick J. Carley (1996)
Professor of Physical Therapy
BS, Physical Therapy, University of Buffalo, 1978
MS, Physical Therapy, Northeastern University, 1985
DHA, Doctor of Health Administration, University of Phoenix, 2008

Destinee L. Chambers (2012)
Associate Professor of Psychology
BA, Biology, Lincoln University, 2003
PhD, Neuroscience and Behavior, University of Massachusetts, 2009

Nestor L. Chevere (2012)
Associate Professor of Chemistry
Coordinator of Foreign Languages
BS, Chemistry, University of Puerto Rico, 1998
MS, Chemistry, University of Puerto Rico, 2001
PhD, Chemistry, University of Massachusetts, 2009

Phyllis Clapis (1996)
Professor of Physical Therapy
BS, Physical Therapy, University of Connecticut, 1983
MS, Orthopedic Physical Therapy, Quinnipiac College, 1994
DHSc, Health Sciences, University of St. Augustine, 2004

John K. Dayton (1993)
Professor of Physics
BS, Math, Stevens Institute of Technology, 1973
MS, Physics, University of Connecticut, 1982
PhD, Physics, University of Connecticut, 1990

Dina Ditmar (2013)
Assistant Professor of Nursing
LPN, University of Hawaii, 1983
AS, Nursing, University of Hawaii, 1988
BSN, Nursing, Elms, 2000

MSN, Nursing, American International College, 2012

Marshall Epstein (1981)
Associate Professor of Marketing
BS, Marketing, University of Hartford, 1974
MBA, Marketing, University of Hartford, 1978

Michelle Favolise (2015)
Associate Professor of Physical Therapy
BS, Physical Therapy, Northeastern University, 1993
DPT, Physical Therapy, Simmons College, 2006

Leslie Filippelli-DiManna (2019)
Associate Dean of the School of Business, Arts, and Sciences; Director of Business; and Associate Professor
BA, Communications/Public Relations, Rhode Island College
MBA, Management, Bryant College
CAGS, Health Administration, Bryant College
DBA, Leadership, Walden University

Ellen Furman (2012)
Director, Division of Nursing; Assistant Professor of Nursing
BSN, Nursing, University of Massachusetts Amherst, 2003
MSN, Nursing, University of Massachusetts Amherst, 2006
PhD, Nursing, University of Massachusetts Amherst, 2011

Keith G. Gauthier (1986)
Associate Professor of Accounting
BS/BA, Accounting, Boston University, 1980
MS, Taxation, University of Hartford, 1984
CPA, Commonwealth of Massachusetts, 1983

Christine Helfrich (2018)
Professor of Occupational Therapy
BA, Spanish, Cleveland State University, 1987
BS, Occupational Therapy, Cleveland State University, 1987
MS, Occupational Therapy, University of Illinois, 1992
PhD, Public Health Science, University of Illinois, 1997

Clayton L. Hillyer (1993)
Associate Professor of Marketing
BA, English, Wesleyan University, 1979
MBA, Marketing, University of Lowell, 1984

Frederick Hooven (2013)
Associate Professor and Program Director of Public Health

BA, History, Connecticut College, 1982
MMHS, Human Services, Brandeis University, 1984
PhD, Epidemiology, University of Massachusetts, 2005

Amelia H. Janeczek (1994)
Professor of Biology; Professor, Departments of Physical Therapy and Occupational Therapy
BA, Biology, Clark University, 1978
PhD, Anatomy/Biology, University of Illinois, 1992

Bruce D. Johnson (1995)
Professor of English
BA, English, University of Massachusetts, 1984
MEd, Administration, University of Massachusetts, 1986
EdD, Education, University of Massachusetts, 2003

Robert Khoury (2009)
Associate Professor of Management
BA, Corporate/Managerial Communications, Southern Connecticut State University, 1983
MBA, International Business, Southern New Hampshire University, 1990
PhD, Law and Policy, Northeastern University, 2009

Tracie Klekotka (2012)
Associate Professor and Coordinator of Clinical Education, Physical Therapy
BS, Physical Therapy, Northeastern University, 1993
Master of Public Health Practice, University of Massachusetts, 2006
DPT, Physical Therapy, AT Still University, 2012

David C. Kuzmeski (1980)
Associate Professor of Criminal Justice
Co-Chair, Division of Social Sciences
BA, History, University of Massachusetts, 1974
MS, Criminal Justice Studies, American International College, 1978
JD, Law, Western New England College, 1987

Susan Lachowski (2016)
Director and Associate Professor, Division of Exercise Science
BS, Sports Medicine, Westfield State University, 2011
MS, Exercise Physiology, Springfield College, 2014
PhD, Exercise Physiology, Springfield College, 2016

Marty Langford (2012)
Lecturer and Coordinator of Technology
BS, Broadcasting and Film, Boston University, 1995

Alina LeClaire (2021)
Assistant Professor of Nursing

AS, Nursing, Greenfield Community College, 1997
BS, Nursing, University of Massachusetts, 2011
MSN, Family Nurse Practitioner, American Internal College, 2019

Kathryn Lewis, (2021)
Assistant Professor of Exercise Science
BS, Science in Psychology, Denison University, 1992
MS, Health Promotion and Disease Prevention, Springfield College, 2014
PhD, Philosophy in Physical Education (Exercise Physiology), Springfield College, 2017

Melissa MacDonald (2014)
Associate Professor of Sociology
BA, Women and Gender Studies, Smith College, 2007
MA, Sociology, University of California Santa Barbara, 2011
PhD, Sociology, University of California Santa Barbara, 2015

Tara Maroney (2015)
Assistant Professor of Physical Therapy
BS, Psychology, Sacred Heart University, 2008
DPT, Physical Therapy, Sacred Heart University, 2010
Certificate Program, Geriatric Health and Wellness, Sacred Heart University, 2011

Caroline McAleer (2021)
Assistant Professor of Nursing
Diploma of Nursing, Baystate Medical School of Nursing, 1987
BS, Nursing, University of Massachusetts, 1993
MS, Nursing, Syracuse University, 1999

Susan Mercik-Davis (2000)
Associate Professor of Physical Therapy
BS, Physical Therapy, Boston University, 1991
MS, Orthopedic Physical Therapy, MGH Institute of Health Professions, 1998
DPT, Physical Therapy, MGH Institute of Health Professions, 2007

Patricia Meyers (2013)
Director of Occupational Therapy, Assistant Professor of Occupational Therapy
BS, Occupational Therapy, Boston University, 1986
OTD, Occupational Therapy, Rocky Mountain University of Health Professions, 2012

Althea Michel (2016)
Assistant Professor of Nursing
BSN, Nursing, Our Lady of the Elms College, 1983
MS, Nursing, Elms College, 2012

Said Nafai (2015)
Assistant Professor of Occupational Therapy

BS, Occupational Science, Salem State University, 2005
MS, Occupational Therapy, Salem State University, 2011
OTD, Occupational Therapy, Boston University, 2015

John Nordell (2014)
Assistant Professor of Communication
BA, International Relations, Stanford University, 1983
MEd, Arts Education, Fitchburg State University, 2012

Jennifer Nordstrom (2021)
Assistant Professor of Occupational Therapy
BS, Occupational Therapy, Quinnipiac University, 1997
OTD, Occupational Therapy, American International College 2021

Heidi O'Connor (2008)
Associate Professor of Psychology
BA, Psychology, University of Massachusetts, 1986
MA, Human Resource Development, American International College, 1988
MA, Clinical Psychology, Connecticut College, 1992
PhD, Clinical Psychology, Ohio University, 2000

Moira L. O'Shea (2004)
Associate Professor of Nursing
BSN, Nursing, Salve Regina College, 1980
MSN, Nursing, Anna Maria College, 1987

Lori Paige (2009)
Professor of English
BA, Smith College, 1987
MA, University of Massachusetts, 1988
PhD, English Literature, University of Massachusetts, 1994

Julia Patrick (2021)
Assistant Professor of Nursing
BS, Nursing, Quinnipiac University, 2021
MSN, Education, American International College, 2018

Jill McCarthy Payne (1992)
Professor of Criminal Justice
Co-Chair, Division of Social Sciences
BS, Leisure Studies and Services, University of Massachusetts, 1976
MEd, Recreation and Leisure Studies, Springfield College, 1979
JD, Law, Western New England College, 1986

Zane P. Pfefferle (2018)
Assistant Professor of Exercise Science

BS, Physical Education, Doane College, 2010
MS, Strength and Conditioning, Springfield College, 2013
PhD, Exercise Physiology, Springfield College, 2015

Donna M Polverini (1998)
Associate Professor of Nursing
BSN, Nursing, St. Anselm's College, 1973
MSN, Nursing, University of Massachusetts, 1996

Sarah M. Psillas (2013)
Associate Professor of Occupational Therapy
BS, Occupational Science, American International College, 2007
MSOT, Occupational Therapy, American International College, 2008
PhD, Doctor of Occupational Therapy, Nova Southeastern University, 2019

Lina Racicot (2014)
Associate Professor of Graduate Psychology and Director of Graduate Psychology
BA, Psychology, Westfield State College, 1999
EdD, Education and Child, Family and School Studies Program, University of Massachusetts, 2004

John W. Rogers (1999)
Professor of Economics
BA, History and Economics, Harvard College, 1966
PhD, Economics, Johns Hopkins University, 1971

Karen S. Rousseau (1989)
Dean of the School of Health Science, Professor of Nursing
BSN, Nursing, Our Lady of the Elms College, 1983
MSN, Nursing, University of Massachusetts, 1990
PhD, Duquesne University, 2015

James A. Sansalone (1982)
Associate Professor of Mathematics
BA, Mathematics, Western New England College, 1979
MAT, Mathematics, American International College, 1981

Sandra A. Sego (2001)
Assistant Dean; Professor of Undergraduate Psychology
Chair, Division of Psychology and the Sciences
BS, Psychology, Eastern Kentucky University, 1990
MS, Experimental Psychology, University of Kentucky, 1993
PhD, Experimental Psychology, University of Kentucky, 1997

Rekha Singh (2011)
Associate Professor of Biology

MBBS, Medicine and Surgery, University of Rajasthan, 1987
MS, Pathology, University of Manitoba, 1996
PhD, Microbiology and Immunology, University of Ottawa, 2003

Anne E. Stuart (2002)
Professor of Psychology
BA, Psychology, University Hartford, 1995
MA, Psychology, SUNY at Albany, 2001
PhD, Psychology, SUNY at Albany, 2002

Allison Sullivan (2011)
Associate Professor of Occupational Therapy and OTD Program Coordinator
BA, Fine Arts, Amherst College, 1988
MS, Occupational Therapy, Springfield College, 1993
CAGS, Healthcare Administration, Springfield College, 1993
DOT, Temple University, 2016

Susanne T. Swanker (1995)
Dean of the School of Business, Arts, and Sciences
Interim Dean of the School of Education
Professor of Chemistry
BS, Chemistry, Siena College, 1988
MS, Chemistry, University of Massachusetts, 1991
PhD, Chemistry, University of Massachusetts, 1997

Christopher A. Swart (2021)
Assistant Professor of Exercise Science and Internship Coordinator
BS, Physical Education: Exercise Science, Bridgewater State University, 2008
MS, Physical Education: Strength and Conditioning, Bridgewater State University, 2010
PhD, Physical Education: Exercise Physiology, Springfield College, 2015

Mary Tarbell (2014)
Assistant Professor of Nursing
BSN, Nursing, American International College, 1978
MSN, Family Health Nursing, St. Joseph College, 1994

Courtney J. Taylor (2018)
Assistant Professor of Occupational Therapy
BS, Human Development, Binghamton University, 2007
MS, Occupational Therapy, American International College, 2014
OTD, Occupational Therapy, American International College, 2021

Linette Wilson (2013)
Assistant Professor of Nursing
BSN, Nursing, Washburn University, 1992
MSN, Nursing, Case Western Reserve University, 2000

Mei-Lin Yeh-Lane (2012)
Associate Professor of Sports and Recreation Management
Bachelor of Management, Sports Management, National Taiwan Sport University, 2000
MS, Sports Management, National Taiwan Sport University, 2002
PhD, Teaching and Administration in Physical Education, Springfield College, 2011

Faculty Emeriti

H. David Ahlberg
Professor of Biology, Emeritus

Salvatore Anzalotti
Professor of Accounting, Emeritus

Marquela Arenas
Professor of Modern Languages, Emerita

Henry Barton
Professor of English, Emeritus

Brian Cleary
Associate Professor of Education, Emeritus

Barbara Dautrich
Professor of Education, Emerita

John DeFrancesco
Professor of Psychology, Emeritus

Paul C. Desmarais
Professor of Mathematics, Emeritus

Alan Dickinson
Professor of Chemistry, Emeritus

Thomas F. Fitzgerald
Associate Professor of Criminal Justice, Emeritus

Lawrence Habermehl
Professor of Philosophy, Emeritus

Mark Hagopian
Professor of Political Science, Emeritus

Margaret Horsnell
Professor of History, Emerita

Royce Layman
Associate Professor of Education, Emeritus

Thomas Maulucci
Professor of History, Emeritus

Augustus Pesce
Professor of Education, Emeritus

Michael Peterson
Professor of Management, Emeritus

Paul M. Quinlan
Professor of Psychology, Emeritus

Lee Sirois
Associate Professor of Psychology, Emeritus

Gregory Schmutte
Professor of Psychology, Emeritus

Julie Walsh
Professor of Political Science, Emerita

Board of Trustees

Chair

Frank Colaccino ’73, Hon ’12
President, The Colvest Group, Ltd.

Vice Chair

Timothy J. Regan II ’74
Senior Vice President, Global Government Affairs, Corning Incorporated

Treasurer

A. Craig Brown, Esq, Hon ’13
Doherty, Wallace, Pillsbury & Murphy P.C.

Trustees

Ronald J. Abdow, Hon ’05
Chairman, Abdow Corporation

Deborah A. Bitsoli, MBA, CPA
President, Mercy Medical Center

James A. Calhoun ’68, Hon ’00
University of Saint Joseph Men’s Basketball Coach

Edward P. Danek Jr. ’83
President/CEO, Hartford Federal Credit Union

Mark J. Duclos ’83, SIOR, CRE, FRICS
President, Sentry Commercial

E. Thomas Foster Jr. ’70
Former National Spokesperson, MassMutual Financial Group

Gary S. Gillheeney Sr. ’78
President and CEO, Organogenesis Inc.

Denise R. Jordan, MAHR ’00, Hon ’19
Executive Director, Springfield Housing Authority

Gale A. Kirkwood, Hon ’15
Community Volunteer
Steven P. LeFebvre ’82
Chief Financial Officer, The Jones Companies/MicroCare

John V. Lombardi, PhD
American professor and former university administrator

Earl T. Pryce ’00
Executive Director, Morgan Stanley Investment Management

Michael D. Ravosa, CFP, PMP ’98
Portfolio Manager, Senior Vice President – Investments
The Ravosa Dagnoli Wealth Management Group
UBS Financial Services, Inc.

John A. Rousou, MD
Retired Chief of Cardiac Surgery
Baystate Medical Center

K. Kevin Saremi ’83, Hon ’16
President, FutureHealth

Nancy M. Tantone ’87
Director of Finance and Accounting, Life Center of Long Island

Thomas P. Tunstall ’70
President Emeritus, Tunstall Corporation

Daniel J. Warwick, MEd ’81, CAGS ’86
Superintendent of Schools, Springfield Public Schools

Michael D. Weekes ’75
President and CEO, Providers’ Council

Trustees Emeriti

Daniel E. Della-Giustina, PhD, BA ’52, MA ’55, Hon ’04
Retired Professor, West Virginia University

Crawford Lincoln, Hon ’04
Retired President, Old Sturbridge Village

Peter J. Vogian
Retired Senior Vice President, MassMutual

Institutional Regulations and Policies

Notice of Non-Discrimination

American International College (the "College") is committed to providing equal employment opportunities and equal educational opportunities. AIC is dedicated to maintaining an environment that is free from discrimination and harassment and that encourages mutual respect. The College prohibits discrimination against any employee, student, or applicant for employment or enrollment because of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status, or any other characteristic protected under applicable federal or state law.

There are several different forms of discrimination. Accordingly, the College prohibits discriminatory conduct of any kind, including unequal treatment, harassment (including sexual harassment and sexual misconduct), and retaliation.

The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Complaints/Grievances Against an Employee:

Debra Rico
Director of Human Resources
Deputy Title IX Coordinator
American International College, Box HR
Adams Hall
Springfield, MA 01109
413.654.1479
Debra.rico@aic.edu

Complaints/Grievances Against a Student:

Matthew Scott
Vice President for Student Affairs
Dean of Students
Title IX Coordinator
American International College, Box 3A
Schwartz Campus Center
Springfield, MA 01109
413.205.3264
matthew.scott@aic.edu

Inquiries concerning the application of non-discrimination policies may also be addressed to the Regional Director, Office for Civil Rights, U.S. Department of Education, POCH Building, 5 Post Office Square, 9th Floor, Room 24, Boston, MA 02110. Telephone: 617-289-0100 Fax: 617-289-0151

Please see Section 5 for more policy information.

I. Student Records and FERPA

Rights Under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution. "Education record" is defined as those records that contain information directly related to a student and which are maintained by an educational institution or party acting for the institution. These rights include:

The right to inspect and review the student's education records within 45 days after the day American International College (the "College") receives a request for access.

A student should submit to the registrar, dean, head of the academic department, or other appropriate school official, a written request that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask the College to amend a record should write the school official responsible for the record, clearly identify the part of the record the student wants changed and specify why it should be changed.

If the College decides not to amend the record as requested, the College will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to provide written consent before the College discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. (For more information, see below).

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

Student Education Records Disclosure Notice

The College will disclose personally identifiable information (PII) from students' education records upon receipt of written consent. FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 the FERPA regulations.

Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, FERPA regulations require the institution to record the disclosure. Eligible students have a right to inspect and review the record of such disclosures.

In compliance with FERPA regulations, the College may disclose PII from the education records without obtaining prior written consent of the student:

- To other school officials within the College whom the College has determined to have legitimate educational interests.

A school official is a person employed by the College in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of the College who performs an institutional service of function for which the College would otherwise use its own employees and who is under the direct control of the College with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the College.

Upon request, to officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer.

- To authorized representatives of the U. S. comptroller general, the U. S. attorney general, the U.S. secretary of education, or state and local educational authorities, such as a state postsecondary authority that is responsible for supervising the College's state-supported education programs. Disclosures under this provision may be made in connection with an audit or evaluation of federal or state-supported education programs, or for the enforcement of or compliance with federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf.

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid.

- To organizations conducting studies for, or on behalf of the College, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction.

- To accrediting organizations to carry out their accrediting functions.

- To parents of an eligible student if the student is a dependent for IRS tax purposes.

- To comply with a judicial order or lawfully issued subpoena, provided that reasonable notice is given to the student prior to compliance.

- To appropriate officials in connection with a health or safety emergency, subject to §99.36.

- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding.

- To the general public, the final results of a disciplinary proceeding, if the College determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the College's rules or policies with respect to the allegation made against him or her.

- To parents of a student regarding the student's violation of any federal, state, or local law, or of any rule or policy of the College, governing the use or possession of alcohol or a controlled substance if the College determines the student committed a disciplinary violation and the student is under the age of 21.

- Information the College has designated as "directory information," which includes:

For currently enrolled students, directory information includes the student's name; addresses; telephone numbers; college, curriculum, and major field of study; class level; date of birth; dates of attendance; eligibility for membership in registered College honoraries; degrees; honors; certificates received or anticipated; weight and height if she/ he is an athletic team member; participation in officially recognized activities and sports; and, institutions previously attended.

NOTE: A student may restrict the disclosure of "directory information" by filing a request to limit the release with the Esther F. Hansen Registrar's Office on or before October 1 of each academic year.

FERPA Health and Safety Exemption

The Disclosure of Student Information Related to Emergencies and Disasters

The purpose of this statement is to indicate that in situations related to a disaster or other health or safety emergencies, American International College will disclose non-directory information to appropriate parties in connection with an emergency, if knowledge of that information is necessary to protect the health or safety of the student or other individuals. The guidelines set forth by the exception to FERPA's general consent requirement will be followed. The release of health and safety information is only temporary and lasts the duration of the incident that necessitated the waiver. A copy of this policy may be obtained in the Course Catalog.

CORI/SORI Screening

Criminal Offender Record Information (CORI)/Sex Offender Registry Information (SORI).

Prior to being accepted into courses and degree programs that require the student to work directly with vulnerable populations (such as children, the elderly, or the infirm), or in other fieldwork experiences at agencies that require such, a student will be subject to a CORI and/or SORI check. The results of this report may or may not disqualify a student from entering or completing a program. Specific details and a complete copy of the College policy and the authorization form are on file in the Dean's Office of the School of Health Sciences.

Intellectual Property and Use of College Computers

Respect for Intellectual Property: Respect for intellectual labor and creativity is vital to the academic discourse and enterprise. This principle encompasses respect for the right to acknowledgment, right to privacy, and right to determine the form, manner, and terms of publication and distribution. Examples of violations include, but are not limited to: copying copyrighted software without express written permission of the copyright owner; failing to obtain necessary licensing for software or to adhere to all licensing provisions (installation, use, copying, number of simultaneous users, term of license, etc.); plagiarism or inadequate attribution of the intellectual property of others; posting of texts, images, or audio works in disregard of copyright restrictions; or unauthorized publication or distribution of another's work or writing.

***Respect for Integrity of System or Network*:** Accounts shall not be used for unauthorized access and/or attempts to access computers, computer software, computer data or information, or networks without proper authorization, regardless of whether the computer, software, data, information, or network in question is owned by American International College. Abuse of networks or computers at other sites using American International College resources will be treated as an abuse of computing privileges at American International College. Users are prohibited from attempting to circumvent or subvert any system's security measures.

The inappropriate use of college computers including, but not limited to, the use of threatening, sexist and/or racist communication, is strictly prohibited. For a complete version of the Technology Use Policy, please see the Student Handbook at www.aic.edu/student_handbook.

Students with Disabilities

American International College (the "College") recognizes that students with disabilities are an important part of the campus community. The College complies with Section 504 of the Rehabilitation Act of 1973 ("Section 504"), the Americans with Disabilities Act of 1990 (the "ADA"), and applicable state law. The College prohibits discrimination on the basis of disability and is committed to providing equal educational opportunity to qualified students with disabilities in accordance with the law. The College also prohibits discrimination against someone solely because of his/her association with an individual with a disability.

Section 504 is a civil rights statute designed to prevent discrimination against individuals with disabilities. It provides that:

> No otherwise qualified individual with disabilities in the United States . . . shall, solely by reason of his/her disability be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance . . . 29 USC 794.

The ADA, which took effect in 1992, was modeled after Section 504. It guarantees equal opportunity for individuals with disabilities in employment, public accommodations, transportation, State and local government services, and telecommunications.

I. Definitions

"Otherwise qualified" means the student is able to meet the technical and academic standards requisite for admission or participation in the school, program or activity.

An "individual with a disability" is a person who:

1. Has a physical or mental impairment which substantially limits a major life activity;
2. Has record or history of such an impairment; or
3. Is regarded as having such an impairment.

"Major life activities" include, but are not limited to: caring for oneself; performing manual tasks; seeing; hearing; eating; sleeping; walking; standing; lifting; bending; speaking; breathing; learning; reading; concentrating; thinking; communicating, and working.

The following major bodily functions are also considered "major life activities": functions of the immune system, normal cell growth, and digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

II. Requesting Reasonable Accommodations

Contact: Christopher Ryan
Section 504 Coordinator
Director of Accessibility Services and Academic Accommodations
christopher.ryan@aic.edu
413.205.3810

Students with disabilities who need reasonable accommodations must identify themselves as having a disability. Disclosure of a disability is always voluntary, but the College will not be able to provide accommodations without the student first contacting the Center for Accessibility Services and Academic Accommodations.

Students with disabilities that affect their participation in academic or other aspects of college life should contact the Section 504 Coordinator to initiate the process for determining any appropriate reasonable accommodations that may be arranged. The Section 504 Coordinator will assist students with the procedures necessary for requesting reasonable accommodations. Students should expect to work with the College in an interactive process to identify reasonable accommodations.

Although students may make such requests at any time, requests should be made as early as possible. Some accommodations may take more time to arrange than others. In all instances, the College needs sufficient time to review the request.

Accommodations may include auxiliary aids and services, and reasonable accommodations as necessary to ensure equal educational opportunity. In providing a reasonable accommodation, the College is not required to lower or substantially modify essential requirements. In addition, the College does not have to make adjustments that would fundamentally alter the nature of a service, program, or activity, or that would result in an undue financial or administrative burden. Finally, the College does not provide personal attendants, individually prescribed devices, readers for personal use or study, or other devices or services of a personal nature, such as tutoring and typing.

The College is also not required to accept or retain a student who poses a direct threat to the health or safety of others. “Direct threat” is defined as a “significant” risk of “substantial” harm that cannot be eliminated by reasonable modifications or the provision of auxiliary aids or services. The assessment of whether a student poses a direct threat of harm must be individualized and based on current medical knowledge or on the best available objective evidence. A student who poses a direct threat is not otherwise qualified.

Documentation Guidelines

Once students have contacted the Center for Accessibility Services and Academic Accommodations, they will be given an application to fill out regarding their request. Students will also be given guidelines as to the documentation necessary to support their request.

The documentation must provide enough information to decide what an appropriate, reasonable accommodation is. If the documentation does not meet the College’s requirements, students will be informed in a timely manner as to what additional documentation is needed. In some instances, this may require a new evaluation. (The College is not required to conduct or pay for a new evaluation to document a disability and the need for an accommodation.)

Acceptable forms of documentation include:

Primary Documentation

- A letter prepared by an appropriate professional, such as a medical doctor, psychologist, or other qualified diagnostician, showing that that they have a current disability and need a reasonable accommodation. The letter shall include the following:
  - A diagnosis of the current disability, along with the date when the disability was diagnosed, and how the diagnosis was reached. This shall be presented on appropriate professional letterhead and signed by the appropriate professional with their credentials.
  - Information on how the disability affects a major life activity;
  - Information on how the disability affects academic performance.
- High School special education evaluations (i.e. psychological, educational, speech-language)
- A student's narrative or self-report of his or her experience of disability, barriers, and effective and ineffective accommodations experienced.

Secondary Documentation

- An individualized education program (IEP) or Section 504 plan that shows accommodations that the student has received and may have been effective in the past. IEP's and 504 Plans are generally not sufficient by themselves as there are differences between postsecondary education and high school education. Also, in some cases, the nature of a disability may change.
- The impressions and conclusions formed by the Accessibility Services Coordinator during interviews and conversations with students or in evaluating the effectiveness of previously implemented accommodations as well as the observations of students' language, performance, and strategies.

Once the College has received sufficient documentation, it will review each request in light of the essential requirements for the relevant program. If a student has requested a specific accommodation, the College may offer that accommodation or it may offer an effective alternative. Upon completion of the process, students whose applications are approved will receive verification of eligibility; a letter documenting the verification will also be kept on file.

III. Disability Discrimination Grievance Procedure

It is the policy of American International College not to discriminate on the basis of disability. If you believe that you have been improperly denied an appropriate reasonable accommodation established by the Office of Accessibility Services and Academic Accommodations, you may raise your concern with the individual denying the accommodation in an attempt to resolve your concerns on an informal basis. You may also file a formal complaint with the Section 504 Coordinator.

Contact for reasonable accommodations and grievances for denial of established accommodations:

Christopher Ryan
Section 504 Coordinator
Director of Accessibility Services and Academic Accommodations
christopher.ryan@aic.edu
413.205.3810

Contact for appeals to established reasonable accommodations:

Michael Dodge
Dean for Student Success and Opportunity
Center for Navigating Educational Success Together
James J Shea Sr. Memorial Library, Lower Level
michael.dodge@aic.edu
413.205.3305

The College has adopted the following internal grievance procedure to provide for prompt and equitable resolution of formal complaints.

- Grievance must be submitted within thirty (30) days of the date the person filing the complaint becomes aware of the alleged denial of a reasonable accommodation to the Section 504 Coordinator. The College may extend this time frame when a delay is due to circumstances beyond the student's control, e.g., illness or incapacity.

- Complaints must be in writing and include a full description of the problem and any relevant facts; a summary of the steps the student has already taken in attempt to resolve the problem, including the names of persons involved; the remedy or relief sought; and the name, contact information, and signature of the person filing it.
- As an initial matter, all grievances will be reviewed to determine whether they are submitted within a timely manner and/or whether they contain all required information. The College will not review a grievance that is untimely or fails to contain all required information, including a clear statement of all grounds for the grievance. To facilitate a clear and prompt resolution, once initiated, a grievance shall not be expanded beyond the issues presented in the initial complaint.
- The Section 504 Coordinator (or designee) will conduct an investigation of the complaint. This investigation may be informal, but it must be thorough, affording all interested persons an opportunity to present witnesses and submit other evidence relevant to the complaint. The Section 504 Coordinator will maintain the files and records of the College relating to such grievances.
- The Section 504 Coordinator will issue a written decision on the grievance no later than thirty (30) days after its filing.

Appeals

- An appeal of the Section 504 Coordinator's decision may be submitted, in writing, to the Dean for Student Success and Opportunity within fifteen (15) days of the date the decision is received from the Section 504 Coordinator.
- The Dean for Student Success and Opportunity will review all case materials and respond to the appellant within seven (7) days of receipt of the appeal.

To the extent that it is determined that disability discrimination has occurred, the College will take appropriate steps to prevent recurrence of the discrimination and to correct its effects on the complainant and others, as appropriate.

Retaliation

The College prohibits retaliation against any student for filing a grievance under this process or against any other individual participating in the investigation of a grievance. Any such retaliation is against state and federal laws and College Policy. Retaliation may be subject to disciplinary action up to and including termination. Individuals who have participated in the grievance process in support of a student may file a grievance under these procedures if they feel they have been retaliated against.

Confidentiality

The student's confidentiality shall be maintained by each person involved in the informal or formal investigation or resolution of a student grievance under this policy.

Any disclosures regarding the student or the investigation shall be limited to the minimum necessary to accomplish the investigation or address the student's grievance.

If a student is dissatisfied with the outcome of the College's grievance procedures or wishes to pursue an alternative to using those procedures, he/she may file a complaint with U. S. Department of Education, Office for Civil Rights or in a court.

Office for Civil Rights,
U.S. Department of Education – 8th Floor
5 Post Office Square
Boston, MA 02109-3921
Telephone: (617) 289-0111
Facsimile: (617) 289-0150
Email: OCR.Boston@ed.gov

IV. Requests for Medical Marijuana Accommodations

The Massachusetts medical marijuana law explicitly does not require accommodation of medical marijuana on school grounds; moreover, medical marijuana use on campus violates several federal laws which could adversely impact both the school and its students. American International College prohibits the use of medical marijuana on campus pursuant to these federal law implications.