



2016–2017
Undergraduate Catalog
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While every effort has been made to ensure the accuracy of the information in this catalog at printing, Mercy College reserves the right to alter its degree requirements, regulations, procedures, and course offerings. The most up-to-date information can be found in the online catalog, available on Mercy Connect.

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to increase classroom space, particularly for experiential learning opportunities for Mercy students in many disciplines, including the Business, Health Sciences, and Music and Art. The College's Division II soccer, lacrosse, baseball and field hockey teams compete on a state-of-the art athletic turf field on the Dobbs Ferry campus. The multi-purpose field was awarded the New York American Council of Engineering Companies' Excellence Silver Award. Hudson Hall, a 350-bed residence hall and student commons completed in 2016, was designed and built with a mind to serve the needs of all students, both resident and commuter. Situated in the center of the Dobbs Ferry campus, it is intended to connect the whole college community. The addition of a student activity lounge and veterans' center on the Bronx campus meets the needs of Mercy's large veteran population, while continuous improvements classroom, student commons and lab space are made at the Manhattan and Yorktown campuses.

Mercy College is committed to developing engaged citizens and instilling the values contained in the Mercy College seal, *Inserviendo Consumere* (consumed in service). The College has a rich tradition of service through the "Mercy Gives Back" initiative, which encourages students to participate in, and lead, service opportunities. On-campus events and international travel experiences, such as medical missions to Central and South America, help students discover and appreciate cultures far from home. Throughout its history, Mercy College has remained dedicated to its mission—to make available the transformational power of a college education. Mercy's commitment to quality, student support and affordability—as well as innovation—remains as strong today as ever.

Commitment to Student Learning

Grounded in the Mercy College mission to provide motivated students with the opportunity to transform their lives through education, our mission regarding educational assessment is to guide and support faculty and staff in their efforts to improve the quality of courses, programs and the student learning experience by clarifying expectations and using reliable and valid measures of learning achievement to determine the impact of pedagogical and support strategies. All academic programs have learning outcomes which provide expectations for student learning, and are published on the program websites.

Pre-Professional Preparation Programs

Mercy College provides strong opportunities for students to take the first step toward a professional career. A broad scope of disciplines from the arts, humanities and sciences are offered to form the academic preparation for the competitive admissions tests required for law school, medical school, dental school and other professional training. Students are encouraged to contact the respective dean's office (Social and Behavioral Sciences for pre-law; Health and Natural Sciences for medical dental, and allied health professions) to schedule an appointment with a pre-professional faculty advisor.

Campuses and Online

The main campus of Mercy College is located in Dobbs Ferry with additional campus locations in the Bronx, Manhattan and Yorktown Heights, making the educational process convenient and accessible to students throughout the New York metropolitan area.

Mercy Online offers students an accessible and convenient way to learn. No matter where students are located, they may take courses, or complete entire degrees, online. At Mercy College, there is no distinction between the expectations of traditionally taught classes and online classes.

Benefits of online learning include:

1. **Affordability.** Eliminate transportation time and expenses.
2. **Flexibility.** You set your schedule for success.
3. **24/7 Accessibility.** Study anywhere at any time.

Mercy Online currently offers more than 40 undergraduate and graduate degrees entirely online. Students also may satisfy their General Education curriculum requirements online.

Libraries

The Mercy College libraries serve students, faculty, staff and alumni of the College. The main library at the Dobbs Ferry Campus holds the majority of collections and supplements those at three branch campus libraries (Bronx, Manhattan and Yorktown Heights) through a timely shipping and delivery system. All library facilities afford space for collaborative or concentrated learning and easy accessibility to library holdings and services. Librarians are available to provide research assistance, consultations and information literacy instruction. Library resources are available in many formats, including traditional print books, e-books, journals, newspapers and audiovisual resources. Desktop computers, laptops and wireless network provide access to the libraries' online catalogs, electronic databases and Internet resources to support the College's on-site and online programs. Off-site users have access to the libraries' online catalogs, e-books and databases through the Mercy College libraries' website at <https://www.mercy.edu/academics/libraries/>.

Information resources are selected for quality and their ability to support the total curriculum and selected research areas. The libraries' total collection includes over 150,000 combined book and e-book titles. Library databases and e-journal subscriptions provide 24/7 access to over 22,000 journals and their full text articles. The libraries' resources are cataloged using OCLC, the major international bibliographic utility, and Sierra, the libraries' integrated online library system. The collection is arranged according to the Library of Congress classification system. The libraries have in place resource sharing arrangements for electronic and print resources with other libraries and library systems, principally through WALDO (Westchester Academic Library Directors Organization) and METRO (Metropolitan New York Library Council). Materials at other libraries can be requested through Interlibrary Loan; most arrive in a week to ten days, free of charge. Comments from students, faculty and other library users are encouraged and useful to the libraries as they continue to enhance the services, systems, and collection of physical and electronic resources.

Center for Academic Excellence and Innovation (Learning Centers)

The Center for Academic Excellence and Innovation at Mercy College is designed to support and enhance the teaching and learning process at the College. The primary goal of the Learning Centers is to help students become self-sufficient, lifelong learners by offering academic support in efficient, effective and convenient ways. The services are open to all Mercy College students who want to improve or enhance their learning skills (not only to those who are having difficulties). Learning Centers are available at all campuses. For further information, please call 914-674-7402.

Center for Global Engagement

The Center for Global Engagement (CGE)—launched in 2010—acts as a hub for students, faculty, and staff to engage with global issues on campus, in New York's international context—especially with the United Nations—and around the world. The Center supports a wide range of initiatives to facilitate exchange of knowledge across international boundaries—through interdisciplinary and experiential global learning opportunities, faculty-led study abroad programs, public events of global interest and speaker series on international topics, forums for interaction with international students and faculty, engagement with local community-based groups with international focus, opportunities for faculty exchanges, and research collaborations with international scholars.

Computer Resources

Mercy College has an ongoing commitment to excellence in technology and continues to improve both the technology infrastructure and services to its community. The Mercy College website, <http://www.mercy.edu>, includes a secure online admissions application. The College has dozens of student computer labs, computer classrooms, and technology-enriched learning centers that provide a foundation for technology-based instruction. Students may borrow computers and other devices from Mercy's library. Wireless Internet access is available at all Mercy College campuses and in the residence halls. Resident students should be aware that the use of personal wireless routers is not necessary or permitted. The Mercy College intranet, Mercy Connect, provides access to online learning, email, discussion list, chat and Web-based services such as registration, advising, grades, tuition payment, financial aid and degree audit. Upon admission, all students are assigned a college email address and are expected to use both their email and the Web-based services as an integral part of their college experience. Many official communications from Mercy College are sent via email.

College Communication

Mercy College considers the College's email system, along with the United States Postal Service, as an official means of communication. Mercy College will consider employees and students to be duly informed and in receipt of notifications and correspondences sent by a college administrator, staff or faculty member when delivered to an employee's Exchange (@mercy.edu) or a student's Mercy Mavericks (@mercymavericks.edu) college email account. It is recommended that employees and students frequently access their college-assigned email account for official information. Students may choose to have their @mercymavericks.edu email accounts forwarded to an off-campus account. Such individuals, however, are responsible for managing their disk quota such that there is room for new mail to arrive and for forwarding their Mercy email account to a functioning alternative email address. The College is not responsible for delivery problems to non-official email accounts. In certain circumstances, the College may also deliver information to students via text message to the cellular telephone number listed on the official College records for the student. If the student wishes to opt-out of text communications, she/he must inform the Student Affairs office.

Institutional Review Board (Research Involving Human Participants)

Mercy College is committed to the ethical treatment of human participants engaged in research. All Mercy College faculty, students, and employees wishing to engage in research are responsible for compliance with the College's Institutional Review Board (IRB) policies. The Mercy College IRB reviews each research proposal and consent process in order to safeguard the rights and welfare of human participants. The IRB must determine that each study conforms to ethical standards, including a reasonable balance of risks and anticipated benefits; adequate provisions for informed consent; and equitable selection of participants. Copies of the "Guidelines for Submitting a Proposal for Research Projects Involving Human Participants" may be obtained online through Mercy Connect. Information and resources regarding the IRB Guidelines are available at the Reserve Reading Desk of the Dobbs Ferry Campus library and online. All research proposals must be submitted to the IRB Chairperson by the first of the month. For further information, please contact the chairperson by email at mcirb@mercy.edu

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: ENTREPRENEURSHIP

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC

120 are Prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Core 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in Entrepreneurship must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

or

ACCT 261 Computer Applications for Accountants

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION*

ENTR 300 Introduction to Entrepreneurship

ENTR 310 Entrepreneurial Marketing

ENTR 320 Entrepreneurial Finance

ENTR 400 New Ventures I

ENTR 410 New Venture II

MGMT 460 Strategic Management (cc)

(senior-level capstone course - mandatory)

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major which must be satisfied by Business Administration courses numbered 295 or above.*

Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: FINANCE

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC

120 are Prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization..... 18 credits

Open Electives..... 15 credits

Total 120 credits

Students who choose the major concentration in Business with a specialization in Finance must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

Or

ACCT 261 Computer Applications for Accountants

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* (Select four of the following six courses)

ECON 344 Money and Banking

FINC 330 Corporate Finance

FINC 345 Financial Statement Analysis

FINC 346 Student Managed Investment Fund**

FINC 442 Investment Management

INBU 447 International Finance

and

FINC 450 Applied Research Analysis in Finance

(mandatory for specialization)

MGMT 460 Strategic Management

(senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major, which must be satisfied by Business Administration courses numbered 295 or above, or Accounting courses numbered 240 or above.*

** *A minimum GPA of 3.5 and Dean's authorization required.*

Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: GENERAL BUSINESS

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/

CISC 120 are Prerequisites for the major and must be used to

fulfill general education requirements.

Core and Specialization

Business Administration Core 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in General Business must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

Or

ACCT 261 Computer Applications for Accountants

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* *Four additional courses numbered 295 or higher selected from:*

Accounting (ACCT),

Entrepreneurship (ENTR)

Finance (FINC)

International Business (INBU)

Management (MGMT)

Marketing (MKTG)

Sport Management (SPMG),

AND

MGMT 450 Applied Research Analysis in Management
(mandatory for specialization)

MGMT 460 Strategic Management (senior-level cap-
stone course — mandatory)

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major, which must be satisfied by Business Administration courses numbered 295 or above, or Accounting courses numbered 240 or above.*

Students who do not have full-time jobs should try to use their open electives for internships.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: INTERNATIONAL BUSINESS

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/

CISC 120 are Prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core.....27 credits

Specialization..... 18 credits

Open Electives.....15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in International Business must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management
or

ACCT 261 Computer Applications for Accountants

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* (*Students must take all of the below*)

POLS 370 International Relations

INBU 375 International Marketing

INBU 444 International Management

INBU 447 International Finance

and

INBU 450 Applied Research Analysis in International
Business (mandatory for specialization)

MGMT 460 Strategic Management

(senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major, which must be satisfied by Business Administration courses numbered 295 or above.*

Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: MANAGEMENT

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC

120 are Prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in Management must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

or ACCT 261 Computer Applications for Accountants

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* (Select any four courses below)

INBU 444 International Management

MGMT 345 Organizational and Industrial Psychology

MGMT 446 Human Resource Management

MKTG 348 Sales Management

MKTG 442 Marketing Management

And

MGMT 450 Applied Research Analysis in Management
(mandatory for specialization)

MGMT 460 Strategic Management (senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major, which must be satisfied by Business Administration courses numbered 295 or above.*

Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: **MARKETING**

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120

are Prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core..... 27 credits

Specialization..... 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in Marketing must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

or ACCT 261 Computer Applications for Accountants

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* (Select four of the following seven courses)

INBU 375 International Marketing

MKTG 344 Advertising

MKTG 345 Digital Marketing

MKTG 348 Sales Management

MKTG 350 Entertainment Marketing

MKTG 440 Marketing Research

MKTG 442 Marketing Management

and

MKTG 450 Applied Research Analysis in Marketing
(mandatory for specialization)

MGMT 460 Strategic Management (senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major, which must be satisfied by Business Administration courses numbered 295 or above.*

Students who do not have full-time jobs should try to use their open electives for internship.

Major Concentration
BUSINESS ADMINISTRATION

With Specialization: SPORT MANAGEMENT

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC 120 are

Prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core 27 credits

Specialization 18 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in Business Administration with a specialization in Sport Management must complete:

BUSINESS ADMINISTRATION CORE

ACCT 120 Introduction to Financial Accounting

ACCT 121 Introduction to Management Accounting

FINC 235 Financial Management

INBU 250 International Business

BLAW 240 Business Law I

MGMT 225 Principles of Management

MGMT 255 Information Systems for Management

Or

ACCT 261 Computer Applications for Accountants

MGMT 340 Organizational Behavior

MKTG 220 Principles of Marketing

SPECIALIZATION* (Select four of the following six courses)

SPMG 300 Foundations of Sport Management

SPMG 330 Sport Marketing

SPMG 336 Sport Law

SPMG 430 Sport Facility and Event Management

SPMG 432 Sport Finance and Administration

SPMG 434 Sport and Society

and

SPMG 450 Applied Research Analysis in Sport Management (mandatory for specialization)

MGMT 460 Strategic Management (senior-level capstone course — mandatory)

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major, which must be satisfied by Business Administration courses numbered 295 or above.*

Students who do not have full-time jobs should try to use their open electives for internship.

Dual Degree in **BUSINESS ADMINISTRATION (B.S./MBA)**

In five years of full-time study, students earn a B.S. in Business Administration with specialization in General Business and an MBA. The program admission is competitive and it is focused on highly motivated freshman and eligible transfers who have maintained a 3.0 GPA (or equivalent) in both high school and college. Students who are admitted to this program must meet with the Undergraduate Business Administration Chair before enrolling in courses since the program requires a prescribed course sequencing in order to complete the program in five years.

This program is designed to allow students to enter Mercy College as an undergraduate, and by following a very specific curriculum, graduate in summer of the fourth year with a B.S. in Business Administration degree. With an additional year of prescribed graduate study, students will be able to earn an MBA. This is accomplished by following a prescribed sequence of courses in the undergraduate B.S. in Business Administration degree program, which waives the 24-credit MBA general business core. Twelve graduate credits in the MBA program count toward both the B.S. and MBA degrees.

The following pairs of undergraduate courses, if completed successfully, will waive the MBA course listed:

ACCT 120 and ACCT 121	waive MBAA 501
FINC 235 and FINC 330	waive MBAA 502
MKTG 220 and MKTG upper-level course	waive MBAA 504
ECON 220 and ECON 221	waive MBAA 505
Math 116 and ECON 125	waive MBAA 507
INBU 250 and INBU 300 upper-level course	waive MBAA 509
MGMT 225 and MGMT 340	waive MBAA 530
ECON 210 and ECON 410	waive MBAA 535

Admission Requirements:

Highly motivated freshman and eligible transfers who have maintained a 3.0 GPA (or equivalent) in both high school and college may apply for the program. In the fall of their fourth year, students in the B.S./MBA program will be evaluated by the Graduate and Undergraduate Business Administration Chairs for a review of their continued qualifications and matriculation to the MBA program. Students must have a 3.0 overall and major GPA to matriculate to the MBA program in the fourth year spring quarter. Those students who do not meet the GPA requirement will complete 12 credits of open electives in the fourth year spring semester and exit the B.S./MBA program and graduate with a B.S. in Business Administration with specialization in General Business degree in May of the fourth year.

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

ECON 125, 210, 220, 221, and 230, MATH 116 and MATH/CISC

120 are Prerequisites for the major and must be used to fulfill general education requirements.

Core and Specialization

Business Administration Core 27 credits

Specialization 18 credits

Open Electives 15 credits

Total..... 120 credits

Major Concentration **CORPORATE AND HOMELAND SECURITY**

Matthew Miraglia, Ph.D., *Program Head*
914-674-7870
mmiraglia@mercy.edu

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements60 credits

(ECON 210, 230, SOCL 101, 212, and PSYN 101 are Pre-requisites for the major and must be used to fulfill general education requirements)

Major Concentration

Core.....21 credits

Concentration Courses24 credits

Open Electives15 credits

Total120 credits

Students who choose the major concentration in Corporate and Homeland Security must complete:

CORPORATE AND HOMELAND SECURITY CORE

- | | |
|---|--|
| CHSC 120 Investigative Techniques and Reporting | IASP 230 or 330 Introduction to Cybersecurity or Disaster Recovery/Business Continuity |
| CHSC 140 Introduction to Homeland Security, Public Safety and Terrorism(cc) | MGMT 225 Principles of Management |
| CHSC 235 Foundations of Risk Management | MGMT 255 Information Systems for Management |
| CHSC 245 Legal Aspects of Security Management | |

CORPORATE AND HOMELAND SECURITY*

- | | |
|---|---|
| CHSC 315 Terrorism | CHSC 435 Advanced Risk Management |
| CHSC 325 Personnel & Physical Property Security | CHSC 445 Homeland Defense Structures: The National Incident Management System |
| CHSC 345 Corporate Security for the National Infrastructure | MGMT 340 Organizational Behavior |
| CHSC 350 Security Crisis Management | SOCL 255 Managing Human Conflict I |

OPEN ELECTIVES

Any five courses

* *There is a 15-credit residency requirement in the major concentration of Corporate and Homeland Security, which must be satisfied by Corporate and Homeland Security (CHSC) courses.*

CERTIFICATE PROGRAM

Students are required to take:

- CHSC 140 Introduction to Homeland Security, Public Safety and Terrorism^(cc)
 - CHSC 235 Foundations of Risk Management
 - CHSC 245 Legal Aspects of Security Management
- and Pick two electives from CHSC 315, 325, 350, 445 for a total of **15 credits**

BEHAVIORAL SCIENCE AND EARLY CHILDHOOD EDUCATION, BIRTH-GRADE 2 (B.S. AND M.S.)

BACHELOR OF SCIENCE in Behavioral Science	
<i>General Liberal Arts and Science</i>	
General Education Requirements	60 credits
<i>Behavioral Science and Early Childhood Education</i>	
Undergraduate Courses.....	36 45 credits
Open Electives.....	9 credits
<i>Early Childhood Education Graduate Courses</i>	
<u>Completed for B.S. degree.....</u>	<u>15 credits</u>
Total.....	120 credits
 MASTER OF SCIENCE in Early Childhood Education, Birth–Grade 2	
Course work completed during B.S. degree.....	15 credits
<u>Course work completed during M.S. degree.....</u>	<u>24 credits</u>
Total.....	39 credits
Total combined B.S. and M.S.	144 credits

New York State requires completion of the following undergraduate *Prerequisites* for students seeking the Early Childhood Education, Birth–Grade 2 Certification, which will fulfill part of the General Education requirements:

Mathematical Processes	6
Scientific Processes*	6
Historical and Social Sciences	6
Language other than English	3
Information Retrieval	3
Communications/Humanities/Written Analysis and Expression.....	3
Artistic Expression.....	3

A course in Child Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Behavioral Science section of this catalog listed within the School of Social and Behavioral Sciences.

The Early Childhood graduate courses that must be completed as part of the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives.....	3
EDUC 502 Foundations in Education for Students with Disabilities From Birth through Adolescence.....	3
EDUC 505 Teaching English as a Second Language.....	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence.....	3
EDUC 513 Introduction to Early Childhood Education: Foundations, Methods And Materials.....	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree program. The remaining 24 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirements for acceptance into the M.S. degree program. Please see the Graduate Catalog for course descriptions of the above courses and for specific requirements for the M.S. degree.

BEHAVIORAL SCIENCE AND CHILDHOOD EDUCATION, GRADES 1-6 (B.S. AND M.S.)

BACHELOR OF SCIENCE in Behavioral Science

General Liberal Arts and Science

General Education Requirements..... 60 credits

Behavioral Science and Childhood Education

Undergraduate Courses ~~36~~ 45 credits

Open Electives 9 credits

Childhood Education Graduate Courses

Completed for B.S. degree..... 15 credits

Total..... 120 credits

MASTER OF SCIENCE in Childhood Education, Grade 1-6

Course work completed during B.S. degree 15 credits

Course work completed during M.S. degree 21 credits

Total..... 36 credits

Total combined B.S. and M.S. 141 credits

New York State requires completion of the following undergraduate *Prerequisites* for students seeking the Childhood Education, Grades 1–6 Certification, which will fulfill part of the General Education requirements:

Mathematical Processes	6
Scientific Processes*	6
Historical and Social Sciences	6
Language other than English	3
Information Retrieval	3
Communications/Humanities/Written Analysis and Expression.....	3
Artistic Expression.....	3

A course in Child Development is required. PSYN 254 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Behavioral Science section of this catalog listed within the School of Social and Behavioral Sciences.

The Childhood Graduate Courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities From Birth through Adolescence	3
EDUC 505 Teaching English as a Second Language.....	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence	3
EDUC 514 Working with Parents and Families of Children, in Early Childhood and Childhood	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree program. The remaining 21 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirements for acceptance into the master’s degree program. Please see the Graduate catalog for course descriptions.

BIOLOGY AND ADOLESCENCE EDUCATION (GRADES 7–12) (B.S. AND M.S.)

BACHELOR OF SCIENCE in Biology

General Liberal Arts and Science	
General Education Requirements.....	60 credits
Biology and Adolescence Education	
Undergraduate Courses.....	42 45 credits
Open Electives.....	3 credits
Adolescence Education Graduate Courses	
<u>Completed for B.S. degree.....</u>	<u>15 credits</u>
Total.....	120 credits

MASTER OF SCIENCE in Adolescence Education, Grades 7–12

Course work completed during B.S. degree	15 credits
<u>Course work completed during M.S. degree</u>	<u>21 credits</u>
Total.....	36 credits

Total combined B.S. and M.S. 141 credits

New York State requires completion of the following undergraduate *Prerequisites* for students seeking the Adolescence Education, Grades 7–12 in Biology Certification, which will fulfill part of the General Education requirements:

Communications/Humanities/Written Analysis and Expression.....	3
Historical and Social Sciences.....	6
Scientific Processes*	6
Mathematical Processes.....	6
Artistic Expression.....	3
Information Retrieval	3
Language other than English.....	3

A course in Adolescence Development is required. PSYN 263 is acceptable.

** Coursework in Environmental Science, Evolution, Nutrition or Plants and People is not acceptable for teacher certification requirements.*

For specific major requirements please refer to the Biology section of this catalog listed within the School of Health and Natural Sciences.

The Adolescence Graduate Courses that must be completed for the B.S. degree are the following:

EDUC 500 Educational Foundations from Diverse Perspectives	3
EDUC 502 Foundations in Education for Students with Disabilities from Birth through Adolescence.....	3
EDUC 505 Teaching English as a Second Language	3
EDUC 507 Approaches to Literacy in Early Childhood through Adolescence.....	3
EDUC 517 Educational Psychology and Adolescent Development	3

The above 15 credits are taken as an undergraduate student as part of the B.S. degree program. The remaining 21 credits are taken as a graduate student after receiving the B.S. degree and after meeting the admission requirements for acceptance into the M.S. degree program. Please see Graduate Catalog for course descriptions of the above courses and for specific requirements for the M.S. degree.

Major Concentration
COMMUNICATION DISORDERS

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Communication Disorders

The Undergraduate Program offers a B.S. degree in communication disorders (CD). This degree is comparable to an undergraduate degree in speech-language pathology/ audiology. Upon completion of the degree, graduates demonstrate proficiencies in speech-language pathology, speech and hearing science, and audiology in preparation for graduate study. The major goal of the program is to provide a scientific/clinically based curriculum as preparation for graduate studies. A master's degree is mandatory as entry level into the profession of speech-language pathology (SLP).* As of 2007, the entry level for Audiology is the doctorate degree. In addition to the professions noted above, the CD undergraduate degree is also useful for students continuing their graduate studies in education, special education, and teachers of the deaf and hearing impaired, psychology, social work, and recreational therapy.

Major Requirements:

Students planning to major in communication disorders must demonstrate the following: completion of at least 48 credits of the General Education curriculum with a GPA of at least 2.75; a grade of at least B in ENGL 112 or its equivalent; and a grade of at least B in SPCM 110. Students must complete six credits of a foreign language (six credits can be in American Sign Language), BIOL 110 Introduction to Human Biology and one of the following courses (PHYS 110, CHEM 110) as part of their General Education requirements. In addition, students must complete BHSC 370, Statistics for the Behavioral and Social Sciences which is typically taken in senior year.

Proficiency in oral and written communication will be assessed during the student's first semester. Basic competencies are continuously assessed throughout the student's tenure as a communication disorders major. Competency in both oral and written communication is required in order to obtain a degree in communication disorders. Students who require additional assistance in oral and written communication skills will be directed to the appropriate sources including courses, the Learning Center or the Speech and Hearing Center.

Students planning to enter the major must contact the Mercy College Communication Disorders Undergraduate Coordinator at 914-674-7741 for an eligibility interview. All students are assigned to a faculty advisor in Communication Disorders and are required to see the advisor each semester. To maintain satisfactory academic standing as a major, students must maintain a minimum GPA of 2.75 in the major. A student who receives a grade below C in any major course will be required to repeat the course. Students may repeat a major course once. Any exceptions to Department guidelines require approval by the department director.

All students who are accepted in the program must present proof of a current physical (within the past year), MMR, PPD, Hepatitis B and Meningitis immunization. Proof of immunization is to be given prior to enrollment in CMDS 498.

BACHELOR OF SCIENCE	
General Liberal Arts and Sciences	
General Education Requirements.....	60 credits
Major Concentration	
Communication Disorders.....	48 credits
<u>Open Electives</u>	<u>12 credits</u>
Total	120 credits

Major Concentration

BIOLOGY**GENERAL BIOLOGY TRACK**Renee E. Haskew-Layton, Ph.D., *Program Head*

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The Bachelor of Science degree in Biology provides students with a comprehensive foundation in the biological sciences and other life sciences. Students in the biology major achieve competencies in the life sciences through active learning modules designed to deepen critical thinking skills and strengthen quantitative reasoning. Through inquiry-based laboratory projects and faculty-student authentic research collaborations in areas such as neuroscience, cell and molecular biology, and microbiology, students will put classroom theory to practice by engaging in key aspects of the scientific process.

The **General Biology Track** prepares students for a variety of careers including research assistant/associate positions in academia or biotechnology firms or positions in a healthcare setting. This track also supports preparation for graduate training in the biological/biomedical sciences or professional education in medicine/dentistry or related healthcare fields such as osteopathic medicine.

BACHELOR OF SCIENCE in BIOLOGY

General Education Requirements*.....60 credits

Major ConcentrationNatural Science.....~~36~~ **41** creditsMajor Elective.....~~6~~ **7** creditsOpen Electives.....~~18~~ **12** credits**Total.....120 credits**

Students who choose the major concentration in biology must complete all the biology core courses along with the courses in their track: *

Required ~~General Education Core~~ Courses

BIOL 160 General Biology I**

BIOL 160A General Biology I Laboratory

BIOL 161 General Biology II**

~~BIOL 161A General Biology II Laboratory~~

CHEM 160 General Chemistry I**

CHEM 160A General Chemistry I Laboratory

CHEM 161 General Chemistry II**

CHEM 161A General Chemistry II Laboratory

Required Major Courses

CHEM 260 Organic Chemistry I

CHEM 260A Organic Chemistry I Laboratory

CHEM 261 Organic Chemistry II

CHEM 261A Organic Chemistry II Laboratory

CHEM 354 Biochemistry

~~BIOL 161A General Biology II Laboratory~~

BIOL 244 Ecology

BIOL 275 Cell Biology

BIOL 355 Molecular Biology of the Cell^(cc)

BIOL 360 Genetics

BIOL 366 Developmental Biology

BIOL 460 Coordinating Seminar in Biology

Two of the Following Major Electives:

BIOL 252 Plant Biology

BIOL 265 Microbiology

BIOL 265A Microbiology Laboratory

BIOL 280 Histology

BIOL 309 Human Physiology

BIOL 310 Immunology

BIOL 317 Principles of Neuroscience

BIOL 370 Research in Biology I

BIOL 380 Workplace Experience in Biology

BIOL 397 Independent Study in Biology

BIOL 430 Seminar in Current Topics in Biology

Major Concentration
CLINICAL LABORATORY SCIENCE

This Program is no longer accepting students. Please see revised program pages following this section.

Michelle Naylor, MS, MT(ASCP), Program Director
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BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements* 60 credits

Major Concentration

Natural Science 31 credits

Clinical Internship 30 credits

Open Electives 3 credits

Total **124 credits**

Students who choose the major concentration in clinical laboratory science must complete: *

GENERAL EDUCATION SCIENCE AND MATHEMATICS COURSES

BIOL 160 General Biology I**

CHEM 161 General Chemistry II**

BIOL 160A General Biology I Laboratory**

CHEM 161A General Chemistry II Laboratory**

BIOL 161 General Biology II**

MATH 122 Statistics**

BIOL 161A General Biology II Laboratory**

CISC 120 Introduction to Computers and Application
Software**

CHEM 160 General Chemistry I**

CHEM 160A General Chemistry I Laboratory**

CLINICAL LABORATORY SCIENCE MAJOR CONCENTRATION

CHEM 260 Organic Chemistry I

BIOL 265 Microbiology

CHEM 260A Organic Chemistry I Laboratory

BIOL 265A Microbiology Laboratory

CHEM 261 Organic Chemistry II

BIOL 310 Immunology

CHEM 261A Organic Chemistry II Laboratory

BIOL 355 Molecular Biology of the Cell^(cc)

CHEM 354 Biochemistry

BIOL 360 Genetics

BIOL 131 Human Anatomy and Physiology II

BIOL 131A Human Anatomy and Physiology II
Laboratory

CLINICAL INTERNSHIP

BIOL 431 Clinical Laboratory Internship I

BIOL 433 Clinical Laboratory Internship III

BIOL 432 Clinical Laboratory Internship II

**Students must complete MATH 116 as part of their General Education Requirements.*

*** These courses fulfill 21 credits of the General Education requirements. To complete major concentration, corequisite lab courses must be taken.*

Major Concentration **COMMUNICATION STUDIES**

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BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements60 Credits

Major Concentration

Communication Studies42 Credits

Open Electives18 Credits

Total:120 Credits

Students who major in Communication Studies must complete:

Foundation Courses

COMM 200 Interpersonal Communication
COMM 220 Intercultural Communication
COMM 330 Communication Law and Ethics

COMM 398 Communication Research (cc)
MEDA 145 Media in America

Communication Studies Requirements:

COMM 370 Effective Presentations
COMM 399 Internship

COMM 451 Capstone in Communication Consulting

Communication Studies Electives:

Communication Studies majors select 6 additional courses from the following categories. Other options include COMM 295 Topics in Communication Studies and additional internships (at least one course per category):

Communication Theory

MEDA 130 News Reporting
MEDA 385 The Communication Revolution
MEDA 231 Propaganda

MKTG 225 Principles of Marketing
SPCM 219 Group Behavior

Production and Technology

MEDA 110 Radio Production I
MEDA 115 Fundamentals of Television Production
MEDA 215 Video Editing Workshop
CART 219 Web Design I
COMM 356 Communication Technologies

COMM 365 Newsletter Practicum
MEDA 132 Copy Editing and Graphics
MEDA 201 Interviewing Techniques for Today's
Media
MEDA 255 Creative Advertising

Writing

MEDA 134 Feature Article Writing
COMM 154 Publicity Writing
ENGL 202 Business Writing
ENGL 217 Introduction to Creative Writing

ENGL265 Introduction to Play Writing
ENGL 266 Writing for the Web
ENGL 402 Applied English Grammar

Major Concentration
COMMUNICATION STUDIES

Specialization in Public Relations

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements60 Credits

Major Concentration

Communication Studies/

Public Relations Specialization42 Credits

Open Electives 18 Credits

Total: 120 Credits

Students who choose the communication studies/specialization in public relations major must complete:

Foundation Courses

COMM 220 Intercultural Communication
COMM 330 Communication Law and Ethics

COMM 398 Communication Research
COMM/SPCM 200 Interpersonal Communications

Specialization Requirements

COMM 225 Visual Communication
COMM 370 Effective Presentations
COMM 450 Studio: The Advanced Practice of
Public Relations (cc)

MEDA 154 Publicity Writing
MEDA 252 The Practice of Public Relations
COMM 399 Internship

In addition, students who choose the Communication Studies/Specialization in Public Relations major select four courses (twelve credits) in any combination from these four Specialized Elective Categories as well as COMM 295 Topics in Communication Studies:

Communication Theory

MEDA 145 Media in America
MEDA 231 Propaganda
MKTG 225 Principles of Marketing

SPCM 219 Group Behavior
SPCM 249 Persuasion
MEDA 385 The Communication Revolution

Production and Technology

MEDA 110 Radio Production I
MEDA 115 Fundamentals of Television Production
MEDA 215 Video Editing Workshop
CART 219 Web Design I
COMM 356 Communication Technologies

COMM 365 Newsletter Practicum
MEDA 132 Copy Editing and Layout
MEDA 201 Interviewing Techniques for Today's Media
MEDA 255 Creative Advertising

Writing

MEDA 130 News Reporting
MEDA 134 Feature Article Writing
ENGL 202 Business Writing

ENGL 217 Introduction to Creative Writing
ENGL 266 Writing for the Web
ENGL 402 Applied English Grammar

Major Concentration
COMPUTER ARTS + DESIGN

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BACHELOR OF FINE ARTS

General Education Requirements	36 credits
<i>Major Concentration*</i>	
Computer Arts + Design.....	78 credits
<u>Open Electives</u>	<u>6 credits</u>
Total	120 credits

Students who choose the major concentration in Computer Arts + Design must complete:

GENERAL EDUCATION COURSES (36 CREDITS)

CINQ 101 Critical Inquiry	MATH 115 Mathematics for the Liberal Arts or MATH
ENGL 111 Written English and Literary Studies I	116, College Algebra
ENGL 112 Written English and Literary Studies II	JRSM 301 Junior Seminar
SPCM 110 Oral Communication	

Plus, choose three credits from each of the areas below:

- 1) Literature and Communication: Literature, Speech, Communication.
- 2) Language and Cultural Perspectives: World Languages.
- 3) Ethical Perspectives: Philosophy, Religion.
- 4) Historical and Global Perspectives: History, Political Science, Geography.
- 5) Scientific Perspectives: Biology, Chemistry, Physics, Geology, Astronomy.
- 6) Social Perspectives: Sociology, Psychology, Economics.

MAJOR REQUIREMENTS (42 CREDITS)

CART 110 Foundation I: Design Principles	CART 316 Design History
CART 120 Foundation I: Design + Digital Skills	CART 250 Modeling for Digital Animation I
CART 200 Drawing I	CART 255 Modeling for Digital Animation II
CART 214 Drawing II	CART 260 Motion Graphics I
CART/ARTT 215 History of Art I	CART 320 2D Animation
CART/ARTT 216 History of Art II ^(cc)	CART 325 Video
CART 225 Foundation II: Process, Composition, Color	CART 330 Painting I
CART 240 Storyboarding	CART 335 Visual Storytelling
CART 245 Sound Design	CART 495 Senior Project I
CART 300 Drawing III: Figure Drawing	CART 496 Senior Project II
CART 315 Animation History	

MAJOR ELECTIVES (36 CREDITS) Select 12 courses from the following*:

CART 340 Digital Animation I	CART 395 Special Topics in Computer Arts
CART 345 Digital Animation II	CART 399 Internship in Computer Arts
CART 440 Digital Animation III	CART 425 Animation Techniques
CART 360 Game Design I	CART/CISC 219 Web Design I
CART 370 Graphic Design I: Word and Image	CART/CISC 259 Web Design II
CART 375 Graphic Design II: Grid and Identity	CART/MEDA 258 Fundamentals of Writing for Film and Television
CART 470 Graphic Design III: Complex Content Systems and Personal Voice	CART/MEDA 262 Introduction to Acting

Major Concentration
COMPUTER INFORMATION SYSTEMS

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BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements* 60 credits

CISC/MATH 120, 131, 231, MATH 116, 122, 201, and ACCT 120

*are pre-requisites for the major and must be completed as part of the
 General Education requirements.*

Major Concentration

Computer Information Systems &

Related Courses..... 45 credits

Open Electives 15 credits

Total 120 credits

Students who choose the major concentration in computer information systems must complete:

FOUNDATION COURSES

- | | | | |
|----------|---|----------|---------------------------------------|
| CISC 131 | Foundations of Computing I* | MATH 122 | Statistics* |
| CISC 231 | Foundations of Computing II* | MATH 244 | Discrete Structures |
| CISC 238 | Graphical User Interface Application
Development | ACCT 120 | Introduction to Financial Accounting* |

MAJOR COURSES

- | | | | |
|----------|--|----------|---|
| CISC 301 | Information Systems within Organizations | CISC 370 | Systems Analysis and Design |
| CISC 311 | Data Structures | CISC 421 | Operating Systems |
| CISC 335 | Computer Networks | CISC 470 | Information Systems Development and
Implementation ^(CC) |
| CISC 337 | Database Management Systems | | |
| CISC 339 | Artificial Intelligence | | |
| CISC 359 | Website Administration and Security | | |

And four courses (Major Electives) selected from the following:

- | | | | |
|----------|---|---------------------|--|
| CISC 341 | Computer Architecture | Information Science | |
| CISC 380 | Workplace Experience in CS/CIS I | CISC 411 | Analysis of Algorithms |
| CISC 381 | Workplace Experience in CS/CIS II | IASP 230 | Introduction to Cybersecurity |
| CISC 385 | Cryptography & Computer Security | IASP 321 | Linux Administration |
| CISC 395 | Special Topics in Computer Information
Science | IASP 330 | Disaster Recover / Business Continuity |
| CISC 397 | Independent Study in Computer | IASP 420 | Network Security |
| | | IASP 430 | Digital Forensics |

Mercy College’s 15-credit residency requirement in the major concentrations of mathematics, computer science or computer information systems must be satisfied by courses numbered 200 or above. Computer information systems majors who have not had their mathematics core requirement waived should complete MATH 116 and MATH 201 (rather than MATH 115) as part of their General Education requirement.

Major Concentration
COMPUTER SCIENCE

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BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements* 60 credits

CISC/MATH 120, 131, 231, MATH 116 and 201 are pre-requisites for the major and must be completed as part of the General Education requirements.

Major Concentration

Computer Science and

Related Courses 47 credits

Open Electives 13 credits

Total 120 credits

Students who choose the major concentration in computer science must complete:

FOUNDATION COURSES

CISC 131 Foundations of Computing I*

MATH 260 Calculus I

CISC 231 Foundations of Computing II*

MATH 261 Calculus II

MATH 244 Discrete Structures

MAJOR COURSES

CISC 311 Data Structures

CISC 411 Analysis of Algorithms

CISC 335 Computer Networks

CISC 421 Operating Systems

CISC 339 Artificial Intelligence

CISC 471 Software Engineering II: Senior Capstone

CISC 341 Computer Architecture

Project (cc)

CISC 371 Software Engineering I: Principles

MATH 350 Probability: Theory and Applications

And three courses (**Major Electives**) from the following:

CISC 301 Information Systems within Organizations

IASP 330 Disaster Recover / Business Continuity

CISC 337 Database Management Systems

IASP 420 Network Security

CISC 359 Website Administration and Security

IASP 430 Digital Forensics

CISC 380 Workplace Experience in CS/CIS I

MATH 307 Number Theory

CISC 381 Workplace Experience in CS/CIS II

MATH 315 Linear Algebra

CISC 385 Cryptography & Computer Security

MATH 329 Numerical Analysis

CISC 395 Special Topics in Computer Information Science

MATH 350 Probability: Theory and Applications

CISC 397 Independent Study in Computer Information Science

MATH 351 Statistics: Theory and Applications

MATH 362 Differential Equations

IASP 230 Introduction to Cybersecurity

MATH 365 Algebraic Structures

IASP 321 Linux Administration

MATH 395 Special Topics in Mathematics

* These courses fulfill part of the General Education requirements.

Major Concentration
BEHAVIORAL SCIENCE

Gordon Welty, Ph.D., *Program Head*
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BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

Major Concentration

Behavioral Science 36 credits

Open Electives..... 24 credits

Total 120 credits

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

Major Concentration

Behavioral Science 36 credits

Open Electives 24 credits

Total 120 credits

Students who choose the major concentration in behavioral science must complete:

BHSC 244 Social Psychology

BHSC 226 Computers for the Social and Behavioral Sciences

BHSC 348 Methodology for the Social and Behavioral Sciences

BHSC 426 Classics in the Social and Behavioral Sciences

And

eight elective courses selected under advisement from the major offerings in psychology and/or sociology numbered 200 and above.

At least two major courses in psychology and two major courses in sociology must be completed in residence at Mercy College. BHSC 370 Statistics for the Social and Behavioral Sciences is recommended for students planning to attend graduate school. BHSC/PSYN/SOCL 399 Internship is recommended.

There is an 18-credit residency requirement in the major concentration of behavioral science.

PSYN 101 and SOCL 101 are Prerequisites for the major courses in psychology and sociology and fulfill part of the General Education requirements.

Major Concentration
BEHAVIORAL SCIENCE

With Specialization: COMMUNITY HEALTH

Gordon Welty, Ph.D., *Program Head*

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science 36 credits

Open Electives 24 credits

Total **120 credits**

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science 36 credits

Open Electives 24 credits

Total **120 credits**

Students who choose the major concentration in behavioral science with a specialization in community health must complete:

BHSC 244 Social Psychology

BHSC 226 Computers for the Social and Behavioral Sciences

BHSC 271 Medical Sociology: Health Care in the Modern Society

BHSC 348 Methodology for the Social and Behavioral Sciences

BHSC 426 Classics in the Social and Behavioral Sciences

PSYN 232 Health Psychology

SOCL 308 Health Care Management

SOCL 366 Medical Ethics

and

four elective courses selected under advisement from the major offerings in psychology and/or Sociology numbered 200 and above.

At least two major courses in psychology and two major courses in sociology must be completed in residence at Mercy College. BHSC 370 Statistics for the Social and Behavioral Sciences is recommended for students planning to attend graduate school. BHSC/PSYN/SOCL 399 Internship is recommended.

There is an 18-credit residency requirement in the major concentration of behavioral science.

PSYN 101 and SOCL 101 are Prerequisites for the major courses in psychology and sociology and fulfill part of the General Education requirements.

Major Concentration
BEHAVIORAL SCIENCE

With Specialization: GERONTOLOGY

Gordon Welty, **Ph.D.**, Program Head

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements..... 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total..... 120 credits

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science..... 36 credits

Open Electives 24 credits

Total..... 120 credits

Students who choose the major concentration in behavioral science with a specialization in gerontology must complete:

BHSC 244 Social Psychology

BHSC 226 Computers for the Social and Behavioral Sciences

BHSC 282 Perspectives on Aging

BHSC 348 Methodology for the Social and Behavioral Sciences

BHSC 399 Internship in the Social and Behavioral Sciences

BHSC 426 Classics in the Social and Behavioral Sciences

PSYN 232 Health Psychology and Behavioral Medicine

PSYN 315 Aging and Mental Health

or

PSYN 239 Adult Development and Aging

SOCL 271 Medical Sociology: Health Care in the Modern Society

and

three elective courses selected under advisement from the major offerings in psychology and/or sociology numbered 200 and above.

At least two major courses in psychology and two major courses in sociology must be completed in residence at Mercy College. BHSC 370 Statistics for the Social and Behavioral Sciences is recommended for students planning to attend graduate school. BHSC/PSYN/SOCL 399 Internship is recommended.

There is an 18-credit residency requirement in the major concentration of behavioral science.

PSYN 101 and SOCL 101 are Prerequisites for the major courses in psychology and sociology and fulfill part of the General Education requirements.

Major Concentration
BEHAVIORAL SCIENCE

With Specialization: HEALTH SERVICES MANAGEMENT

Gordon Welty, Ph.D., *Program Head*

BACHELOR OF ARTS

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science 36 credits

Open Electives..... 24 credits

Total **120 credits**

BACHELOR OF SCIENCE

General Liberal Arts and Sciences

General Education Requirements 60 credits

Major Concentration

Behavioral Science 36 credits

Open Electives..... 24 credits

Total **120 credits**

Students who choose the major concentration in behavioral science with a specialization in health services management must complete:

- BHSC 244 Social Psychology
- BHSC 226 Computers for the Social and Behavioral Sciences
- BHSC 348 Methodology for the Social and Behavioral Sciences
- BHSC 426 Classics in the Social and Behavioral Sciences
- SOCL 271 Medical Sociology: Health Care in the Modern Society
- SOCL 308 Health Care Organization and Management
- SOCL 366 Medical Ethics

and any two of the following:

- ACCT 120 Introduction to Financial Accounting
- ACCT 121 Introduction to Management Accounting
- BHSC 370 Statistics for the Social and Behavioral Sciences
- PSYN 345 Industrial Psychology
- SOCL/LAWS/POLS/PSYN 255 Managing Human Conflict I

and

three elective courses selected under advisement from the major courses in psychology and/or sociology numbered 200 or above. BHSC 370 Statistics for the Social and Behavioral Sciences is recommended for students planning to attend graduate school. BHSC/PSYN/SOCL 399 Internship is recommended.

There is an 18-credit residency requirement in the major concentration of behavioral science.

PSYN 101 and SOCL 101 are Prerequisites for the major courses in psychology and sociology and fulfill part of the General Education requirements.

Course Descriptions

ACCOUNTING

ACCT 120 Introduction to Financial Accounting

Introduces the nature and purpose of Financial Accounting. Covers basic accounting concepts, the accounting information system and principles underlying the preparation of financial statements. Highlights the operations and recording of transactions for service and merchandising businesses. *Prerequisite:* Placement at MATH 116 or higher. 3 sem. hrs. 3 crs.

ACCT 121 Introduction to Management Accounting

Focuses on the development and use of financial information by managers for planning, control and decision-making. Discusses cost accounting concepts and systems. Other topics include cost volume profit analysis, incremental and relevant cost information, budgeting, responsibility accounting, standard costs, and cash flow. *Prerequisite:* ACCT 120; MATH 116. 3 sem. hrs. 3 crs.

ACCT 240 Intermediate Accounting I

Reviews the fundamentals of financial accounting and accounting standards, conceptual framework underlying financial accounting, and the accounting information system; explores the theory, accounting, and disclosure requirements for the statements of income and retained earnings, the balance sheet and statement of cash flows through the study of the time value of money, cash and receivables, valuation of inventories, acquisition and disposition of property, plant, and equipment, depreciation, impairments and depletion, intangible assets, and current liabilities and contingencies. *Prerequisite:* ACCT 120 and MATH 116. 3 sem. hrs. 3 crs.

ACCT 241 Intermediate Accounting II(cc)

Explores the theory, accounting, and disclosure requirements for long-term liabilities; stockholders' equity: contributed capital, and retained earnings; dilutive securities and earnings per share calculations; investments; revenue recognition; accounting changes and error analysis; and the statement of cash flows. *Prerequisite:* ACCT 240. 3 sem. hrs. 3 crs.

ACCT 250 Cost Accounting

Reviews the fundamentals of management accounting, cost accounting terms and uses; new topics include cost-volume-profit (CVP) analysis, job-order and process costing systems; activity based costing (ABC); flexible budgets and variance analysis; allocation of costs related to department and factory overhead; joint products and by-products; use of accounting information to value inventories and determine net income; and use of cost information in decision making. *Prerequisite:* ACCT 121. 3 sem. hrs. 3 crs.

ACCT 261 Computer Applications for Accountants

Introduces Microsoft Excel as the accountant's productivity tool. Basic spreadsheet concepts will be emphasized; graphs, charts, pivot tables, and macros will be explored as well as other Excel features. Basic Windows file management will be reviewed. This course is taught hands-on in a computer classroom. *Prerequisite:* ACCT 241 and CISC/MATH 120 or the equivalent.

3 sem. hrs. 3 crs. Note: register early, classroom space limited.

ACCT 320 Governmental, Not-for-Profit and Other Special Topics

Explores the following topics: accounting for employees' benefits and leases. Introduces accounting for not-for-profit organizations, principles of fund accounting, accounting for state and local governmental units and non-government non-business organizations subject to FASB or GASB accounting standards. *Prerequisite:* ACCT 241. 3 sem. hrs. 3 crs.

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AMERICAN SIGN LANGUAGE

AMSL 115 Introduction to American Sign Language

Introduction to American Sign Language is designed to introduce the fundamentals of American Sign Language (ASL) with particular attention to the grammar of the language and the culture of American deaf persons. It is a course for students with little or no previous knowledge of ASL. This course will create a foundation of basic conversational skills and a command of the essential grammatical practices of the language. Not open to students with native or near native fluency. 3 sem. hrs. 3 crs.

AMSL 116 Intermediate Sign Language

Intermediate American Sign Language is designed to develop the student's expressive and receptive abilities with regard to signing and finger spelling, extended signing vocabulary, and foster fluency, to aid manual communication both quantitatively and qualitatively with the deaf population. *Prerequisite:* AMSL 115. Not open to students with native or near native fluency. 3 sem. hrs. 3 crs.

ARABIC

ARAB 115 Introduction to Arabic

Introduction to the Arabic Language is designed to introduce the fundamentals of Arabic (ARAB), with particular attention to the grammar of the language and cultures of the Arabic speaking world. It is a course for students with little or no previous knowledge of Arabic. This course will create a foundation of basic conversational skills and a command of the essential grammatical practices of the language. Not open to students with native or near native fluency. 3 sem. hrs. 3 crs.

ARAB 116 Intermediate Arabic

This course is a continuation of ARAB 115 and is designed to further the progress made by students who will continue to learn the basic elements of the Arabic language structure and vocabulary necessary for an ability to communicate in this language. The main emphasis of the course is on speaking and understanding Arabic as it is spoken today in the Arabic speaking. *Prerequisite:* ARAB 115. Not open to students with native or near native fluency. 3 sem. hrs. 3 crs.

ARAB 295 Special topics in Literature and Linguistics

Offered in response to particular interests of students and faculty. Intensive study of a major work, author, genre, theme, literary period, or specialized language/9 topic. 3 sem. hrs. 3 crs.

ARAB 397 Independent Study in Arabic

The life and works of an outstanding author. Guided readings and discussion of the works of the author chosen by the student after consultation with the seminar director; a presentation of the results of such study required. *Prerequisite:* ARAB 116 or permission of the instructor. 3 crs.

LITERATURE (OFFERED IN ARABIC)

ARAB 397 Independent Study in Arabic:

The life and works of an outstanding author: guided readings and discussion of the works of the author chosen by the student after consultation with the seminar director; a presentation of the results of such study required. *Prerequisites:* ARAB 116 or permission of instructor. 3 crs.

ART

ARTT 107 Art and Culture

This course offers an exploration of the intersection of art and culture throughout history. Students will get an overview of the social, religious, political and literary conditions influencing key artistic trends. A museum visit is part of the curriculum. Art is studied through slides, films, readings, and written work. 3 sem. hrs. 3 crs.

ARTT 144 (SPCM 144) Understanding Movies

A basic overview of the historical development of film with an emphasis upon the aesthetic elements of cinema, its

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particular terminology and interrelationships with other arts. Students will discover how to read films through selected readings, screenings, and written analysis. 3 sem. hrs. 3 crs.

ARTT 190 Honors History of Art I

This course will study Romanticism in the visual arts and in literature. Students will understand the Romantic Movement as part of a sweeping cultural event that linked several countries and still has echoes into the modern era. Museum visit may be required. Art is studied through slides, films, written work, and readings. May replace General Education course ARTT 107. 3 sem. hrs. 3 crs.

ARTT 191 Honors History of Art II

Particular topics of specialized interest in the history of art will be the main material of the course. Students will participate in a series of museum. Students will get an enriched experience in understanding art as part of a wider world view. Art is studied through slides, films, written work, and readings. Admission by permission of instructor. May replace General Education course ARTT 107. 3 sem. hrs. 3 crs.

ARTT 215 (CART 215) History of Art I

This course is a survey of the art and architecture of Ancient Egypt, the ancient Near East, Greece, Rome, late antiquity and the Middle Ages, presented for design and animation students. Art will be discussed as a function of historical conditions and cultural meaning. Special attention will be given to the elements of design in works of art. Assignments will include museum visits. 3 sem. hrs. 3 crs.

ARTT 216 (CART 216) History of Art II

This course is a survey of the art and architecture from the Renaissance through the present. Special attention will be paid to the impact of political and cultural events on the visual arts. Design and formal analysis will be emphasized. Assignments will include museum visits. Art is studied through slides, readings, films, and written work. *Prerequisite:* CART/ ARTT 215. 3 sem. hrs. 3 crs.

ARTT 244 (MEDA 244) Topics in Film

The study of selected film topics through viewing, in-class analysis, and discussion. Topics range from significant directors, producers, and cultural issues reflected in various films, to historical periods and special film genres. *Prerequisite:* Placement at ENGL 111 level. 3 sem. hrs. 3 crs.

ARTT 245 (SPCM 245) Film and Videotape Production

A practical course in filmmaking; introduction to the techniques and vocabulary of film production. Each student produces, directs, and edits a short film of his or her own design. 3 sem. hrs. 3 crs.

ARTT 275 (MEDA 275) Photojournalism

This course consists of two principal components: a historical or topical survey of approaches to photojournalism in newspapers and magazines from the time of the perfection of the halftone process to the present; field assignments involving coverage of local events and, where possible or appropriate, part-time work on a local newspaper or magazine. Students must supply their own digital cameras. 3 sem. hrs. 3 crs.

BEHAVIORAL SCIENCE

BHSC 120 (PSYN 120, SOCL 120) Career and Life Planning

This course is designed to assist students in matching their college experience to their personal and professional development. Topics range from guidance in selecting a college curriculum to choosing and getting a job. Through processes and group interaction, students learn to assess their workplace competency and are encouraged in their pursuit of career and life planning. 3 sem. hrs. 3 crs. (Elective credit only.) However, this course may be taken for major credit in the Behavioral Science major ONLY.

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grams in the human service professions. Field placements will be available in a wide variety of locations such as preschools, day care centers, residential and outpatient drug treatment centers, social service agencies, senior centers, nursing homes, municipal housing projects, community outreach services and hospitals. A minimum of 135 hours of fieldwork for the semester is required for 3 credits, 270 hours for 6 credits. A maximum of 12 credits of fieldwork is allowed toward degree program. Students meet in small groups with faculty on a regular basis.

BHSC 426 (PSYN 426, SOCL 426) Classics in the Social and Behavioral Sciences

A guided reading seminar in the social and behavioral sciences utilizing primary source material with critical analysis of such authors as: Allport, Durkheim, Freud, James, Jung, Marx, Skinner and Weber. *Prerequisite:* PSYN 210 or BHSC/SOCL 348 or must have completed 12 credits in the major. (Previously numbered BHSC/PSYN/SOCL 326.) 3 sem. hrs. 3 crs.

BIOLOGY

Students enrolling in biology courses must earn at least a letter grade of C in all *Prerequisite* courses. Students in the biology major may not repeat a course more than once.

Persons who are immune-compromised (including those who are pregnant or may become pregnant) and students living with or caring for an immune-compromised individual should consult with their physicians to determine the appropriate level of participation prior to enrolling in science labs.

BIOL 105 Pathways in Biology

This course provides an overview of diverse professions in biology and the nature of scientific inquiry throughout varied career paths. Students will evaluate ethical dilemmas and scientific integrity in biology and related fields. Guest lectures given by professionals in scientific research, education, science publishing, patent law, biomedical financial consulting, epidemiology and healthcare-related careers, will enable students to learn first-hand the demands and roles of these varied professions and the necessary attributes and qualifications needed to pursue these careers. Students will begin the early stages of career planning, preparing today for future careers in fields that require comprehensive scientific knowledge. 2 crs. 2 hrs.

BIOL 110 Introduction to Human Biology

A study of the basic biological concepts and scientific methodology as exemplified in the human organism. 3 sem. hrs. 3 crs.

BIOL 111 Introduction to Human Genetics

A study of the basic biological concepts and scientific methodology as exemplified in the study of the mechanisms of human heredity including structure, function, and transmission of genetic information; genetic diseases; genetic counseling; and genetic engineering. 3 sem. hrs. 3 crs.

BIOL 112 Environmental Science

A study of the basic biological concepts and scientific methodology as exemplified in the study of the present-day environmental problems such as air and water pollution, food control and population, and their effects on humans. 3 sem. hrs. 3 crs.

BIOL 113 Evolution

A study of the basic biological concepts and scientific methodology as exemplified in the study of the processes of evolution and the factors that cause evolutionary change. Influences and ramifications on the human population are also discussed. 3 sem. hrs. 3 crs.

BIOL 116 Plants and People

A study of the basic biological concepts and scientific methodology as exemplified in the study of the plant kingdom and characteristics unique to plants. Special emphasis is given to the specific uses and benefits we derive from plants, with practical input on growing plants. 3 sem. hrs. 3 crs.

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pletion of all pre-clinical requirements; acceptance into an approved hospital and approval by the department. 6 crs. summer semester (BIOL 431), 12 crs. fall (BIOL 432) and spring (BIOL 433) semesters.

BIOL 455 Capstone in Biology Education ^(CC)

In this capstone course for the Biology Education track, students will connect theory to practice by completing a weekly fieldwork placement in a formal or informal educational setting, in which they support experienced science educators and observe their practices. Four hours of fieldwork per week is required or the equivalent of 60 hours total per semester. In addition, during weekly seminars, students will use action research principles to create a case study to examine, through data analysis, an aspect of science teaching and learning in order to better improve understanding of scientific principles for a specific audience. This course is the core course for students in the biology education track. *Prerequisite:* BIOL 223. 3 crs. per sem., 1 hr. lecture, 4 hours field placement.

BIOL 460 Coordinating Seminar in Biology

A seminar required of all majors in their senior year. In depth research of topic in biology through readings, reports, and discussion. Completed under direction of the faculty. *Prerequisites:* Completion of a minimum of 15 credits in Biology courses numbered 230 and above, including CHEM 354/354A. 3 sem. hrs. 3 crs.

BUSINESS LAW

BLAW 240 Business Law I

An introduction to the legal system and the basic legal concepts pertinent to the structure, management and operation of businesses. This course will also examine current trends and issues relevant to the legal and ethical responsibilities of business. 3 sem. hrs. 3 crs.

BLAW 340 Business Law II

A continuation of the study of legal concepts pertinent to the business environment. This course covers sales and lease contracts, negotiable instruments, secured transactions as well as laws and concepts related to investor protection. It specifically examines legal issues in the Accounting profession and introduces the student to international and world trade law. *Prerequisite:* BLAW 240. 3 sem. hrs. 3 crs.

CHEMISTRY

Students enrolling in chemistry courses must earn at least a letter grade of C or higher in all *Prerequisite* courses required for their major. It is recommended that students be at the level of English 111 when enrolling in all natural science courses. Students in the biology major may not repeat a course required for their major more than once.

CHEM 110 Introduction to Chemistry

This course is an introduction to the principles of chemistry and chemical reactivity for non-majors and allied health students. It is a study of the basic scientific methodology as exemplified by fundamental physical and chemical concepts and illustrated through theory and practical applications. Topics include: atomic and molecular structures, nuclear chemistry, bonding, phases of matter, chemical reactions, acid-base chemistry, organic chemistry and biochemistry. Relevance of chemistry to biology, technology, the environment and society will be presented. 3 hr. lect. 3 crs.

CHEM 122 Foundations in Chemistry

This one-semester course is designed to provide students with the basic foundational skills needed to complete the General Chemistry sequence. This course concentrates on basic concepts and principles of chemistry using a mathematical and quantitative approach. It is not intended for non-science majors. Topics include scientific method, measurement, atomic structure, periodicity, nomenclature, formulas and equations, stoichiometry, bonding, phases of matter, solutions, acids and bases, and redox reactions. By attaining a grade of C or better in this course, a student will be admitted to CHEM 160 without taking the placement exam. CHEM 122 may not be applied for major credit. *Prerequisite:* MATH 116 with a grade of C or higher. 3 hrs. lect., 3 crs.

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CHEM 160 General Chemistry I Lecture

A systematic development of the fundamental laws and theories of modern chemistry and the application of these principles to the chemistry of the elements and their compounds. Topics include: atomic structure, the periodic table and properties of elements, chemical bonding, stoichiometric relationships, thermochemistry, and states of matter. *Prerequisites:* MATH 116 or higher *Corequisite:* CHEM 160A. 3 hrs. lect., 1 hr. rec. 3 crs.

CHEM 160A General Chemistry Laboratory

The laboratory introduces basic synthetic and analytical techniques, including gravimetric analysis, qualitative analysis, small-scale calorimetry, and the use of computers for data collection and analysis. *Prerequisites:* MATH 116 or higher. *Corequisite:* CHEM 160. 3 hrs. lab. 1 cr.

CHEM 161 General Chemistry II Lecture

This course is a continuation of general chemistry I and is designed to provide students an understanding of solutions, acids and bases, thermodynamics, electrochemistry, and kinetics. *Prerequisites:* CHEM 160/160A. *Corequisite:* CHEM 161A. 3 hrs. lect., 1 hr. rec., 3 crs.

CHEM 161A General Chemistry II Laboratory

The laboratory emphasizes analytical techniques associated with lecture topics. Computers are used in laboratories for data collection and analysis. *Prerequisites:* CHEM 160/160A. *Corequisite:* CHEM 161. 3 hrs. lab. 1 cr.

CHEM 260 Organic Chemistry I Lecture

Survey of the major types of aliphatic and aromatic compounds including structure, properties, class reactions, and mechanisms. *Corequisite:* CHEM 260A. *Prerequisites:* CHEM 160/160A, CHEM 161/161A. 3 hrs. lect., 1 hr. rec., 3 crs.

CHEM 260A Organic Chemistry I Laboratory

Laboratory experiments involving use of modern techniques. *Corequisites:* CHEM 260. *Prerequisites:* CHEM 160/160A and CHEM 161/161A. 3 hrs. lab. 1 cr.

CHEM 261 Organic Chemistry II Lecture

Survey of the major types of aliphatic and aromatic compounds including structure, properties, class reactions, and mechanisms. *Corequisites:* CHEM 261A. *Prerequisites:* CHEM 260/260A. 3 hrs. lect. 3 crs.

CHEM 261A Organic Chemistry II Laboratory

Laboratory experiments involving use of modern techniques. *Corequisites:* CHEM 261. *Prerequisites:* CHEM 260/260A. 3 hrs. lab. 1 cr.

CHEM 354 Biochemistry

A problem-solving approach to the study of macromolecular structure and function. Topics include the structure-function relationships of proteins, carbohydrates, nucleotides, and lipids; enzyme kinetics and mechanisms of enzyme-catalyzed reactions; bioenergetics, and the integration of cellular metabolism. Laboratory work introduces techniques of biochemical analysis, including protein assays, gel filtration chromatography, SDS polyacrylamide gel electrophoresis, and enzyme kinetics. Computer-interface systems are used for data collection and analysis. *Prerequisites:* BIOL 160/160A, BIOL 161/161A, CHEM 160/160A, CHEM 161/161A, CHEM 260/260A, and CHEM 261/261A. 3 hrs. lect., 3 hrs. lab, 4 crs

CLINICAL LABORATORY SCIENCE

CLSC 402 Laboratory Operations

This course will introduce students to the organization of all aspects of the clinical laboratory to include management, governmental and voluntary regulating agencies, safety in the laboratory, quality assurance and continuous quality improvement. Students will also learn basic phlebotomy, laboratory, educational and research techniques and the professional expectations of the clinical laboratory profession. *Prerequisite:* CHEM 354. 1 hr. lecture, 1 hr. lab. 1 cr.

COMMUNICATION DISORDERS

CMDS 210 Clinical Process I ^(cc) *Offered fall semester only.*

An introduction to the clinical process that focuses on supervised observations and issues relating to the clinical experience as well as clinical assessments. 3 sem. hrs. 2 hr. lect. 1 hr. clinic lab. 3 crs.

CMDS 215 Clinical Process II *Offered spring semester only.*

Continuation of the clinical process that focuses on therapeutic methods, report writing, and the clinician-client relationship. *Prerequisite:* CMDS 210. 3 sem. hrs. 2 hr. lect. 1 hr. clinic lab. 3 crs.

CMDS 220 Multicultural Issues in Communication Disorders *Offered spring semester only.*

This course addresses the impact of cultural, ethnic and linguistic diversity on communication development, communication patterns, and communication disorders. It is an introduction to cultural and linguistic diversity (CLD) among individuals with communication disorders and differences. Special emphasis is placed on African American, Latino, Asian and Middle Eastern backgrounds. The class provides students with a framework for developing an understanding of the many issues related to the provision of clinical services to the multicultural population in the U.S. *Prerequisite:* CMDS 498. 3 sem. hrs. 3 crs.

CMDS 240 Phonetics *Offered fall and summer semesters.*

Detailed analysis of the production of the sounds of the English language; basic intonation patterns and linguistic rules; extensive practice in phonetic transcription with emphasis on ear training. 3 sem. hrs. 3 crs.

CMDS 256 Anatomy and Physiology of Speech and Hearing Mechanisms *Offered spring semester only.*

Structure and function of the speech mechanism; muscular and neural control of the speech organs; respiration, phonation, resonance and articulation. (With Cadaver) *Prerequisite:* BIOL 110. Additional course fee may apply. 4 sem. hrs. 3 hr. lect. 1 hr. lab. 4 crs.

CMDS 257 Introduction to Audiology *Offered fall and summer semesters.*

This course provides a general study of the science of hearing assessment with emphasis on terminology, physics of sound, anatomy and physiology of the hearing mechanism, audiological evaluation and screening, hearing loss types and degrees, and audiometric interpretation. 3 sem. hrs. 3 crs.

CMDS 258 Introduction to Communication Disorders *Offered fall and spring semesters.*

This course is an introduction to the study of the professional interests of speech-language pathology and audiology with specific attention to the general recognition and classification of disorders of speech, language, and hearing, and general trends in rehabilitation 3 sem. hrs. 3 crs.

CMDS 264 Normal Speech and Language Development *Offered fall and summer semesters.*

A study of normal language development in children including phonological, morphological, syntactic, semantic, and pragmatic features; exploration of the cognitive linguistic communicative relationship, language/cognitive/play development milestones, gender, cultural, and dialectal differences will also be addressed. 3 sem. hrs. 3 crs. (Limited to CMDS Majors and QSPM *Prerequisites* only.)

CMDS 270 Speech and Hearing Science *Offered spring semester only.*

A study of the psychological and acoustical aspects of speech production and perception; principles of the physics of sound; psychoacoustics and acoustic phonetics. 3 sem. hrs. 3 crs.

CMDS 295 Special Topics in Communication Disorders

Offered in response to particular interests of students and faculty.

Intensive study of a major area in communication disorders, or specialized language or clinical topic. 3 sem. hrs. 3 crs.

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CMDS 300 Language Disorders Offered spring semester only.

The nature of language disorders relative to normal speech and language development and the impact on the ability to communicate in the environment. *Prerequisites:* CMDS 258 and CMDS 264. 3 sem. hrs. 3 crs.

CMDS 310 Communication Disorders — Organic Offered fall semester only.

A study of speech disorders caused by physical disability with special attention given to problems associated with cleft palate, cerebral palsy, aphasia, and organically based voice disorders. *Prerequisites:* CMDS 256; CMDS 258. 3 sem. hrs. 3 crs.

CMDS 340 Aural Rehabilitation Offered spring and summer semesters only.

A study of the effects of hearing loss on the speech, language, academic, and communication abilities of children and adults; principles and techniques of rehabilitation, including the use of counseling, hearing aids, cochlear implants, lip-reading, and auditory training; and implications for educational and vocational development. *Prerequisite:* CMDS 257. 3 sem. hrs. 3 crs.

CMDS 355 Introduction to Linguistics Offered spring semester only.

This course will familiarize students with the way in which linguistics relates to speech-language pathology. Course content is designed to introduce students to the five levels of natural languages: phonology, morphology, syntax, semantics, and pragmatics. Additional topics (second language acquisition, bilingualism, sociolinguistics, bidialectalism, American Sign Language linguistics, neurolinguistics and psycholinguistics) will be incorporated into the course. 3 sem. hrs. 3 crs.

CMDS 397 Independent Study in Communication Disorders

In depth reading and research undertaken in a specific area of communication disorders under the direction of a faculty member. Registration with the permission of the instructor and the Program Director of the department. *Prerequisites:* CMDS 264, CMDS 310, CMDS 498. 1-3 crs.

CMDS 450 Diagnostic Methods and Case Studies for the Speech-Language Pathologist Offered spring semester only.

This course which covers two broad topics, diagnostic methods for the speech-language pathologist and case studies for the speech language pathologist, provides general knowledge and understanding of the principles of diagnosis and evaluation of speech and language disorders. In addition, the class will use a case studies format to explain the etiology, diagnosis, and treatment of speech, language, and hearing disorders. *Prerequisite:* CMDS 498, 3 sem. hrs. 3 crs.

CMDS 498 Clinical Process III Offered fall semester only.

A preliminary clinical experience in the Mercy Speech and Hearing Center. Students will be selected to either treat a client with a communication disorder or be a participant observer assigned to a client with a communication disorder. Course topics will include a review of communication disorders, professional report writing, session planning, standardized test review. Other topics will include therapeutic hierarchy, peer review, session planning, multicultural issues and family counseling (Previously titled CMDS 498 Clinical Practicum.) *Prerequisites:* CMDS 210 and CMDS 215. Students must have earned a C or above in CMDS240 Phonetics, CMDS258 Introduction to Communication Disorders and CMDS 300 Language Disorders in order to register. Additional course fee may apply. 2 sem. hrs. 2 crs. (Enrollment in this course requires proof of immunization.)

COMMUNICATION STUDIES

COMM 154 (MEDA 154) Publicity Writing

This course covers the variety of persuasive writing forms and techniques used by the public relations professional to invite media coverage of corporate/client events and activities, to promote awareness and use of products and services, and to encourage consumer/audience support of corporate issues. Students will learn how to prepare press releases, pitch letters, press kits, public service announcements and copy for brochures and promotional materials. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

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tions profession to evaluate program success and performance. *Prerequisites:* ENGL 111; MATH 115 or MATH 116 or ECON/ MATH 122. 3 sem. hrs. 3 crs.

COMM 399 Internship in Corporate Communications Studies

An appropriate in-field experience arranged through the Program Head. *Prerequisite:* 18 credits in Communication Studies. 1–3 sem. hrs. 3–6 crs.

COMM 450 Studio: The Advanced Practice of Public Relations

This course introduces the student to professional public relations agency work: planning and preparing proposals, campaigns, collateral material, editorial layouts, advertising storyboards, radio and television spots on behalf of a client or company. Students will rotate agency roles such as account manager and creative director while practicing their knowledge of design, campaign development and execution, media relations, special event planning, and publicity writing to assist community businesses and organizations with their communications initiatives. Issues that arise from client cultivation and negotiation (pricing, work product, project management, copyright) will also be covered. *Prerequisites:* ENGL 112, PSYN 250, MEDA 385, COMM 398, COMM 220, COMM 330. 3 sem. hrs. 3 crs.

COMPUTER ARTS + DESIGN

CART 110 Foundation I: Design Principles

An introduction to the basic principles and processes of drawing and two-dimensional visual composition. *Prerequisite:* Portfolio review admission into major or permission of the program head. 3 sem. hrs. 1.5 hrs. studio lab per week. 3 crs. [Fall only]

CART 120 Foundation I: Design + Digital Skills

An introduction to the basic vocabulary and principles of communication and media theory, including the various roles and digital tools, skills and techniques of the computer arts and design industry. *Prerequisite:* Portfolio review admission into major or permission of the program head. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs. [Fall only]

CART 200 Drawing I

An introduction to basic principles and processes of drawing, with an emphasis on direct observation. Students work from still life, nature, and the imagination towards an understanding of the perceptual aspects of visual forms. *Prerequisite:* Portfolio review admission into major or permission of the program head. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs. [Fall only]

CART 214 Drawing II

Further exploration and understanding of drawing elements with an emphasis on drawing process, pictorial structure, and personal expression. The course includes an introduction to drawing the human form. *Prerequisites:* Minimum grade of B- in CART 200. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs. [Spring only]

CART 215 (ARTT 215) History of Art I ^(cc)

This course is the first half of a yearlong survey of the history of art, with specific emphasis on the examination of the representation of ideas in terms of the science of interpretation (hermeneutics) and the language of signs (semiotics). This examination is specifically geared to those for whom the study of the history of art is a prelude to a life of design. The course also covers the history of the development of style, from early cave paintings to the beginnings of the Renaissance. Students develop a visual vocabulary and an acute awareness of style as a function of historical conditions; they also learn to decode images in a way that enables them to be more sophisticated designers of visual communication material. 3 sem. hrs. 3 crs. [Fall only]

CART 216 (ARTT 216) History of Art II ^(cc)

This course is the second half of a yearlong survey of the history of art, with specific emphasis on the examination of the representation of ideas in the terms of the science of interpretation (hermeneutics) and the language of signs (semiotics). This examination is specifically geared to those for whom the study of the history of art is a prelude to a life of design. The course also covers the history of the development of style, from the early Renaissance to the mod-

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of one of the following: CART 440, CART 450, CART 460 or CART 470, or permission of the Program Head. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs. [Fall only]

CART 496 Senior Project II

Completion of the self-directed project begun in CART 495, Senior Studio. This course will focus on the realization, visual production and written components of the project, and should be taken in the last semester of study. The final project will be exhibited and formally reviewed by faculty advisors. Students must pass with a minimum grade of B- in order to receive credit for this course. *Prerequisite:* Minimum grade of B- in CART 495. 3 sem. hrs. 1.5 hrs. studio/lab per week. 3 crs. [Spring only]

COMPUTER SCIENCE AND COMPUTER INFORMATION SYSTEMS

Students enrolling in all major courses must earn at least a letter grade of C in all *Prerequisite* courses. Prospective computer science, computer information systems or mathematics majors who have significant computer experience are encouraged to seek departmental approval for a waiver of CISC/MATH 120 (*must pass the Excel component of the exam*). Students enrolled in computer science and computer information systems majors may have to spend substantial time outside of class to complete their coursework. Students in these majors are required to take a programming proficiency test in CISC 231.

CISC/MATH 120 Introduction to Computers and Application Software

An introduction to computers and computing including the fundamentals of computer nomenclature, particularly with respect to personal computer hardware and software and the World Wide Web; develop an understanding of why computers are essential components in the business world and society in general; focus on the computer as a valuable productivity tool; present strategies for purchasing, and maintaining a personal computer system. This course has a wide-ranging hands-on lab component, which includes an introduction to and actual use of; word processing, spreadsheet, presentation, and Internet browser software. *Prerequisites:* None. Students passing a CISC 120 challenge exam may substitute a liberal arts elective for this course. 3 sem. hrs; 3 crs.

CISC 131 (MATH 131) Foundations of Computing I

In Foundations of Computing I, students will be introduced to the basic aspects of problem solving, data representation, algorithm design, and object-oriented design and programming. The Python programming language will be used as the means to implement programs. This course prepares students for problem analysis and solution design. Students will also discuss ethical and social issues relating to computing. *Prerequisites:* None. 2 sem. hrs. 2 hrs. lab. 3 crs.

CISC 219 (CART 219) Web Design I

This course presents an introduction to basic Web design and information architecture. It introduces concepts of good design and usability in theory and practice by exploring and comparing existing sites. Elements of page and site design and structure are discussed, including color, typography, simple image manipulation, links, and site organization. The course has a strong hands-on component where students will be introduced to elements of HTML and use up-to-date image manipulation software and a Web-authoring tool. *Prerequisite:* CISC/MATH 120. (Prospective students who have significant computer experience are encouraged to seek departmental approval for waiver of CISC/MATH 120.) 3 sem. hrs. 3 crs.

CISC 220 Database Applications

This course is a hands-on introduction to building a simple information management system using commercial relational database management software such as Microsoft Access. Students learn to build application systems using simple design tools and are exposed to database programming tools and the relational database model. Students design and build tables, forms, reports, queries and data access pages. Students complete a term project where they develop a functioning database application. *Prerequisite:* CISC/MATH 120. 3 sem. hrs. 3 crs. (Offered in fall semester only.)

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CISC 385 Cryptography and Computer Security

Introduction to the concepts and applications of cryptography and computer security. Included are the basic building blocks of network security, such as conventional and public key encryption techniques, authentication and digital signatures. Important network security and Web security tools and applications, including S/MIME, IP security, Kerberos, SSL/TLS, and Secure Electronic Transactions (SET), as well as methodologies for countering hackers and computer viruses are explored. The language of modern cryptography is primarily number theory, and various tools of number theory, including modular arithmetic, primality, and hash functions are developed as needed. *Prerequisites:* MATH 244. 3 sem. hrs. 3 crs.

CISC 395 Special Topics in Computer Information Science

This course will introduce students to various relevant, current and interesting topics in the field of computer science and/or computing. *Prerequisites:* Variable, depending upon topic. 3 sem. hrs. 3 crs. (Non-liberal arts credit.)

CISC 397 Independent Study in Computer Information Science

Individual projects or readings undertaken in a specific area of Computer Information Science. Registration with the permission of instructor, the Program Head / Chair, and the school Dean. 3 crs. (Non-liberal arts credit.)

CISC 411 Analysis of Algorithms

Students will study fundamental algorithms for solving a variety of problems, including sorting, searching, and graph algorithms. They will also learn techniques for analyzing the time and space complexity of algorithms and evaluate trade-offs between different algorithms. *Prerequisites:* CISC 311. 3 sem. hrs. 3 crs.

CISC 421 Operating Systems

Process concepts, asynchronous concurrent processes, concurrent programming, deadlock, real storage, virtual storage organization, virtual storage management, job and processor scheduling, multiprocessing, disk scheduling, file and database systems, performance measurement, networks and security are covered. *Prerequisite:* CISC 231 and MATH 244. 3 sem. hrs. 3 crs. (Non-liberal arts credit.)

CISC 470 Information Systems Development and Implementation^(cc)

In this capstone course for Computer Information Systems majors, students will apply techniques for analyzing, designing and implementing a computer information system. Systems development life cycle methodologies, CASE tools, project management techniques, and database development techniques will be used by project teams as they develop and implement a new computer information system. *Prerequisites:* CISC 337 and CISC 370. 3 sem. hrs. 3 crs.

CISC 471 Software Engineering II: Senior Capstone Project^(cc)

This is the second course in the Software Engineering sequence. Students apply the principles of software engineering in real-world projects. In this capstone course for Computer Science majors, students will learn to work as a team in the development of small to medium-scale software systems. *Prerequisite:* CISC 371 with grade of C. 3 sem. hrs. 3 crs.

CORPORATE AND HOMELAND SECURITY

CHSC 120 Investigative techniques and Reporting

This course introduces the student to the complementary administrative and operational protocols for security related investigations as found in business, law enforcement, and national homeland security environments. The multidimensional presentation of material synthesizes investigative techniques for intelligence gathering, interviewing, crime scene preservation and incident report formatting. Within a framework of legal parameters and corporate objectives, the course will present practical applications, which are effective for the post-9/11 security environment. 3 sem. hrs. 3 crs.

CHSC 140 Introduction to Homeland Security, Public Safety and Terrorism^(cc)

This course introduces the organizational and programmatic initiatives for domestic security in the post-9/11 world.

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studied and the coordinating processes of the Homeland Security National Response Plan are considered for the corporate security environment. *Prerequisite:* CHSC 235. 3 sem. hrs. 3 crs.

CHSC 399 Internship in Corporate and Homeland Security I

By approval of the program director, a CHS major can augment classroom studies with practical experience through meaningful participation relating to Risk Management, Homeland Security or Information Assurance, in a corporate, government or law enforcement environment. *Prerequisite:* One half (12 credits) of upper level (300 and 400 level) Specialization Course Requirements completed at Mercy College and approval from program director. 3 sem. hrs. 3 crs.

CHSC 400 Internship in Corporate and Homeland Security II

This internship continues the practical objectives of CHSC 399, Internship in Corporate and Homeland Security I. Participants are encouraged to select a different working environment than was previously undertaken. However, requirements may be altered at the discretion of the program director on a case-by-case basis. *Prerequisite:* CHSC 399. 3 sem. hrs. 3 crs.

CHSC 435 Advanced Risk Management

Advanced probability analysis of contemporary corporate security and loss prevention issues, strategies and solutions. Comprehensive study includes advanced statistical and theoretical analysis of internal and external threats/vulnerabilities, business continuity planning, crisis intervention and response, impact assessment and risk insurability. This senior-level course is designed to provide an enhanced repertoire of knowledge to the future professional corporate risk manager. *Prerequisite:* CHSC 235. 3 sem. hrs. 3 crs.

CHSC 445 Homeland Defense Structures: the national Incident Management System

An advanced comprehensive review of homeland security organization and strategies. The course will focus on the National Response Plan (NRP) and the National Incident Management System (NIMS) and will include discussion of statutory authority, participant roles, operational concepts, incident management and emergency support functions. *Prerequisite:* CHSC 345. 3 sem. hrs. 3 crs.

CRIMINAL JUSTICE

CRJU 102 Introduction to the Criminal Justice System

Students will be given an overview of the criminal justice system, commencing with a discussion of law, its sociology, its functions, etc.; then moving on into the historical origins of the system, current practices, and prognosis for the future of the criminal justice system. 3 sem. hrs. 3 crs.

CRJU 130 Security Management and Loss Control

A comprehensive survey of the various aspects in the field of private security. Included are the fundamentals of security management, loss control and prevention, and discussions of the various safety programs in business and industry. 3 sem. hrs. 3 crs.

CRJU 132 Victimology

This course focuses on the central character in a criminal act, the victim. Its objectives are to understand what it means to be victimized and to learn how to offer a victim real help. Special attention will be given to the victims of particular sorts of crimes such as sexual assault; child, adolescent and spouse abuse; victimization of the elderly and of parents; incest; and to the survivors of homicide victims. 3 sem. hrs. 3 crs.

CRJU 140 Introduction to Homeland Security, Public Safety and Terrorism

This course introduces the organizational and programmatic initiatives for domestic security in the post-9/11 world. Topics include an overview of the terrorist threat; chemical, biological, and nuclear hazards; public safety and security; statutory authority; and measures for mitigation, preparedness, response and recovery. The course also explores the types and levels of impact that these developments have upon the national, local community, and corporate psyches of America. 3 sem. hrs. 3 crs.

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CRJU 301 (POLS 301) Constitutional Law and Criminal Justice^(cc)

Analysis of the leading U.S. Supreme Court and State Court decisions impacting Criminal Justice. The historical development of the Bill of Rights and its application to the States through the Due Process Clause of the Fourteenth Amendment. *Prerequisite:* Six credits in Criminal Justice. 3 sem. hrs. 3 crs.

CRJU 303 Perspectives in Legal Development

An analysis of the development of the legal process, particularly as it affects Criminal Justice. The philosophy and conflict between needs, ideas, and experiences will be explored through the writings of the great minds of philosophy and law. 3 sem. hrs. 3 crs.

CRJU 304 Law, Ethics, and Criminal Justice

This course will study the balance among moral philosophy, law, and criminal justice administration. The course will study the movement toward professional ethics, and the growing emphasis on value questions and policy decisions among scholars, researchers, and practitioners. 3 sem. hrs. 3 crs.

CRJU 349 Directed Research in Criminal Justice

This course provides students with a hands-on research experience in the discipline of criminal justice. A more in-depth and comprehensive study of a specific topic than is typically available in the classroom where students have an opportunity to work in small groups under the close supervision of a faculty mentor on all aspects of an active research project in criminal justice. Research design, experimental method, hypothesis development, literature review, data analysis, and presentation skills are applied to the research project. *Prerequisite:* PSYN 101, CRJU 102. 3 sem. hrs. 3 crs. Instructor permission is required.

CRJU 380–381 Workplace Experience in Criminal Justice, I and II

This course is designed to link college with the professional world by students obtaining meaningful, academically relevant workplace experiences. Possible workplace sites for students in Criminal Justice include police departments, non-profit organizations, treatment centers and governmental offices. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the workplace experience. Career and Professional Development department approval required. 3 sem. hrs. 3 crs.

CRJU 397 Independent Study in Criminal Justice

A project designed to take into account the individual student's special criminal justice interest. Student must comply with the special instructions for Independent Study Projects as set forth in the Catalog. 3 crs.

CRJU 399 Internship in Criminal Justice

Under Faculty supervision, the pre-service major supplements his classroom studies with practical experience, by engaging in a planned program of observation and participation in selected criminal justice agencies. *Prerequisite:* Six credits in Criminal Justice. 3 crs.

CRJU 401 Senior Seminar in Criminal Justice^(cc)

A seminar required of all majors in Criminal Justice; readings, reports, discussions, project to be completed under the direction of the faculty. *Prerequisites:* CRJU 102 and at least three other courses in Criminal Justice. 3 sem. hrs. 3 crs.

CRITICAL INQUIRY

CINQ 101 Critical Inquiry

This is a General Education course in which reading, thinking, and information literacy competencies are introduced, reinforced and assessed. Each section of CINQ 101 focuses on a particular topic; students analyze assigned readings, prepare and respond to arguments related to the topic, and complete projects that require research and assessment of relevant print and online sources. This course is required of all entering freshmen and of transfer students with 30 credits or less. For students transferring in more than 30 credits, a liberal arts elective may be substituted for this course. 3 sem. hrs. 3 crs.

CYBERSECURITY

IASP 221 LINUX Administration

This course focuses on the administration of LINUX in a secured networked environment. Students will be introduced to the installation and configuration of LINUX, along with the use of command-line LINUX commands and scripting languages. Special emphasis will be placed on the installation and configuration of popular LINUX services such as SSH, HTTP, FTP, SMTP, Samba, MySQL, IPTABLES firewall, etc. Hardening of the LINUX kernel will also be discussed to make students aware how a LINUX system could be made more secure. *Prerequisite:* CISC 131. 3 sem. hrs. 3 crs.

IASP 230 Introduction to Cybersecurity

This course serves an entry course to the Cybersecurity Program for undergraduate students. It will introduce basic terminology in information security, information assurance and related legal and ethical issues. The topics span various cybersecurity domains including access control, threats and vulnerabilities, risk management, firewall, intrusion detection and prevention, cryptography, physical and personnel security. *Prerequisite:* CISC 131. 3 sem. hrs. 3 crs.

IASP 330 Disaster Recovery / Business Continuity

Discusses the applied methodologies used to plan and recover systems and business processes when faced with various types of recovery scenarios. The course will cover how disaster preparedness directly correlates to the ability to then continue business operations. *Prerequisite:* IASP230. 3 sem. hrs. 3 crs.

IASP 340 Security Policy and Procedures

This course reviews the critical skills and methodologies used to ensure compliance to public and private sector regulatory requirements. This course covers how to facilitate internal and external audit requirements, ensuring proper levels of controls, both IT and process level. *Prerequisite:* College Algebra-Math 116 and Statistics-Math/ECON 122. 3 sem. hrs. 3 crs.

IASP 355 Penetration Testing and Ethical Hacking

This course introduces the underlying principles and techniques associated with the cybersecurity practice known as penetration testing and ethical hacking. Student will learn about the entire penetration testing processes and practices. It includes planning, reconnaissance, scanning, exploitation, post-exploitation, and result reporting. As systems are penetrated and attacked in ethical testing method, the degree of systems' weak points or the level of security strengths will be assessed. The course discusses the assessment related to integrating penetration testing into a software development life cycle and assesses the pit-falls associated with traditional penetration testing practices as well as making recommendations for improving the practices. In all cases, students will develop an excellent understanding of current cybersecurity issues and ways that user, administrator, and programmer errors can lead to exploitable insecurities. *Prerequisite:* CISC339. 3 sem. hrs. 3 crs.

IASP 380–381 Cybersecurity Workplace Experience I, II

This course is designed to link college with the world of work by assisting students to obtaining meaningful, academically relevant work experiences directly related to their career goals. Possible placement internship sites for students in Cybersecurity include corporations, small businesses, non-profit organizations and schools. Students' professional development is enhanced through meetings with a faculty advisor and structured assignments based on the work experience. Career and Professional Development department approval required. Division approval required. 3 sem. hrs. 3 crs. per sem.

IASP 395 Special Topics in Cybersecurity

This course will introduce students to the future implications (both technical and social) and the latest development in the cybersecurity field.. *Prerequisites:* Variable, depending upon topic. 3 sem. hrs. 3 crs. (Non-liberal arts credit.)

IASP 397 Independent Study in Cybersecurity

Individual projects or readings undertaken in a specific area of Cybersecurity. Registration with the permission of instructor, the program head and the department chair or the school dean. 3 crs. (Non-liberal arts credit.)

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IASP 420 Network Security

This course introduces students to fundamental network security principles and implementation. It covers types of network attacks, network infrastructure security, Web security, operational security, security management, cryptography and policies and procedures. In addition, it covers any recent development in network security areas. *Prerequisite:* CISC 335. 3 sem. hrs. 3 crs.

IASP 430 Digital Forensics

This course introduces techniques required for conducting a forensic analysis on systems and data. The theories directly correlate to methods used to recover/restore data for various requirements, ranging from litigation to fraud based investigations. *Prerequisite:* CISC 335, CISC 337 and CISC 231. 3 sem. hrs. 3 crs.

IASP 455 Secure and Intelligent Programming

This course discusses how programming language techniques can be used to fill the security and intelligence gap between human and computers, computers to computers, and data to networks. Secure programming means writing programs in a safe fashion, to avoid vulnerabilities that can be exploited by attackers. In particular, this course considers novel programming languages that can be used to address artificial intelligence and machine learning, and security and privacy issues. The topics include various instantiations of programming languages and web programming languages, codification skills for coding safety, intelligence enhancement exercises in coding, and the debug and verification tools. *Prerequisite:* CISC231 3 sem. hrs. 3 crs

IASP 460 Wireless Network and Security

This course introduces various wireless network protocols, access modes, wireless devices, management tools and security risks. This course will give students technical background of wireless networks, and discuss the security risk and management tools. *Prerequisite:* CISC 335. 3 sem. hrs. 3 crs.

IASP 470 System Security: Internship ^(cc)

This course introduces students to system security. It covers many security aspects in computer system and software programming ranging from basic topics to advanced topics. It includes more thoroughly discussion on risks, trusts, threat, attack, safe programming, operating system mechanisms, virtual machines, hardware security, personal and application security and latest development in system security. Hacking is discussed to ensure students know about the techniques used by malware developers. *Prerequisite:* Completion of at least six of 300 or upper-level courses. 3 sem. hrs. 3 crs.

ECONOMICS

ECON 115 the Economy, jobs, and you

This course will introduce the student to the ways different economists view the free market economy of the American society and help solve its problems; and an understanding of the variety of economic policies and their impact on public policy issues. A knowledge of diverse economic approaches to public questions ranging across the political spectrum will help the student critically evaluate the diversity of opinion on today's economic issues. 3 sem. hrs. 3 crs.

ECON 120 The World of Business

This course introduces students to the world of business. The course presents the methods and practices that are used not only in business organizations but also in health care, education, government, and other organizations. With its coverage of management, marketing, finance, and information systems, the course provides a broad foundation for further study of these areas as well as useful knowledge for the workplace. 3 sem. hrs. 3 crs.

ECON 125 Statistical Applications for Business Decision Making

This course provides the business student with statistical tools to enhance their decision-making skills. Students will be instructed in the application of statistical analysis to real world business situations. Students will also learn to understand the underpinning mathematical concepts, which drive statistical analysis and be provided with a primer on using computer software to enhance their newly acquired abilities. (Replaces previous MATH/ECON 122 requirement.) *Prerequisites:* MATH 116. 3 sem. hrs. 3 crs.

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ECON 410 Advanced Business Communication

Advanced study of business communications, including practice in the writing of case studies and reports; emphasis on navigating the business communication environment, including corporate culture, interpersonal communication, team projects, oral presentations and use of multimedia techniques. This senior-level undergraduate course focuses on content that will be applicable throughout the student's professional career. *Prerequisite:* ECON 210. 3 sem. hrs. 3 crs. (Mandatory for all students in BS/M.B.A. dual program.)

ECON 430 The International Dimension

The objective of this course is to expand the perspective of students by examining the international dimension of the knowledge acquired in previous courses. The course emphasizes the opportunities for organizations that arise from the process of globalization. 3 sem. hrs. 3 crs. (Opened only to Organizational Management students.)

ENGLISH

NOTE: Placement in the appropriate level is based on assessment of the high school or college transcript. . Students must take the course designated by the assessment and all subsequent courses in the English composition sequence through the Literature and Communication requirement.

ENGL 110 Elements of Exposition

Introduction to the expository writing process. Students read and examine literary texts in order to formulate essays in several rhetorical modes. Co-requisite: ENGL 111. Placement determined by Admissions. 3 sem. hrs. 3 crs.

ENGL 111 Written English and Literary Studies I

Introduction to elements of expository writing and research methods through the study of literary texts (nonfiction genre). Students read and examine these texts in order to formulate essays in several rhetorical modes. Placement determined by the English faculty. 3 sem. hrs. 3 crs.

ENGL 112 Written English and Literary Studies II

Students read and critically analyze literary works (fiction and/or drama). Students compose a full-length research essay based on assigned topics. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

The Learning Centers at Mercy College provide students with individual assistance in writing. The writing tutors at the Learning Centers are professional instructors, and their help is provided free of charge for all registered students. Currently, Learning Centers are operating at the Dobbs Ferry, Bronx, Manhattan and Yorktown campuses, and at every extension center.

ENGL 191 Honors English I

A close reading of selected literary texts that have interpreted human experience through a variety of world views. Includes field trips to museums and other cultural events. Development of skills in the writing of expository prose including the research paper. May replace general education requirement ENGL 111 or ENGL 112. 3 sem. hrs. 3 crs.

ENGL 192 Honors English II

Further readings of masterpieces of Western culture from the Renaissance to the present. Includes field trips to museums, concerts, plays and lectures. A research paper is also required. May replace general education requirement ENGL 111 or ENGL 112. 3 sem. hrs. 3 crs.

ENGL 112 is a Prerequisite for all English courses numbered 200 and above.

ENGL 200 Poetics: Introduction to Literary Texts (cc)

An analysis of literary texts. Students examine the use of words, images, metaphors and symbols to create the structures basic to the verbal imagination. English majors should take this course as early as possible. 3 sem. hrs. 3 crs.

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Transcendental movement; the Radical movement in America; the state of religion in antebellum America; the impact of growing industrialization on American society; the artist's reaction to the nervousness and dislocation of the period. Texts include works by Poe, Emerson, Thoreau, Hawthorne, Melville, Whitman, and Dickinson. 3 sem. hrs. 3 crs.

ENGL 370 American Realism

A review of transcendentalism to prepare for contrasting with post-Civil War realism. Readings in Twain, James, Howells will be followed by a consideration of the impact of literary naturalism on the writings of Crane, Dreiser, Wharton. Newly reconsidered narratives are also examined, including those of Chopin, Jewett, Freeman, and American slaves. 3 sem. hrs. 3 crs.

ENGL 380–381 Workplace Experience in English, I and II

This course is designed to link college with the professional world by students obtaining meaningful, academically relevant workplace experiences. Possible workplace sites for students in English include corporations, non-profit organizations, magazines, radio and TV stations. Professional development is enhanced through meetings with a faculty advisor and structured assignments based on the workplace experience. Career and Professional Development department approval required. 3 sem. hrs. 3 crs.

ENGL 385 Masterpieces of European Literature

This course examines a selection of representative works by European masters in translation. The specific content may vary with each instructor; the range from which works are selected spans the Middle Ages to the Post-Modern Era. 3 sem. hrs. 3 crs.

ENGL 397 Independent Study in Literature

A self-directed course to pursue some literary interest not included in existing English courses. Initiated, designed, and carried out by the student with the approval and guidance of a faculty member. 3 crs.

ENGL 400 Seminar in Literary Research and Writing

This course introduces students to the various schools of literary criticism, thereby enabling them to develop and refine their own critical approaches to literary texts. This course serves as a capstone course to be taken toward the end of the English major. 3 sem. hrs. 3 crs.

ENGL 404 The Structure and Form of English

This course familiarizes students with the general concepts of descriptive linguistics, especially as applied to contemporary English. Students learn how linguistics aids in understanding and interpreting works of literature, and are introduced to varieties of English based on geography, ethnicity, and sex. Recommended for students in the dual degree English/Education master's program. 3 sem. hrs. 3 crs

ENTREPRENEURSHIP

ENTR 300: Introduction to Entrepreneurship:

This course is the foundation course in the Entrepreneurship specialization. It presents a progressive model of Entrepreneurship which emphasizes the need for entrepreneurs to test the viability of their innovative ideas prior to writing a formal business plan. Given today's highly complex and dynamic global environment where resource scarcity is placing added time pressures on industries, markets and individuals, entrepreneurs are being asked to provide evidence of their products, services, and or technology's ability to add value without requiring their investors to wade through formal, and often lengthy business plans.

Prerequisites: MGMT 225; MKTG 220. 3 sem. hrs. 3 crs.

ENTR 310: Entrepreneurial Marketing

This course introduces the students to alternative approaches to marketing targeted at those who are interested in starting small companies. This course is interdisciplinary and covers topics ranging from strategic marketing to finance, operations, and leadership. The approach is built around seven core elements: obsession with opportunity,

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innovation, calculated risk-taking, resource leveraging, strategic balance, customer intimacy, and the leadership of creating industry change. A number of hands-on cases will be used to assess real world problems at the marketing-entrepreneurship interface. Students will also work in teams to create marketing inventions for existing businesses, conduct research outside of the class environment, and will deliver presentations as consulting teams. *Prerequisites:* MKTG 220; ENTR 300; ECON 210. 3 sem. hrs. 3 crs

ENTR 320: Entrepreneurial Finance

This course explores finance from the perspective of an entrepreneur seeking financing for a start-up operation. Major topics include: financial projections for start-ups, assessing the funds required for a new venture, understanding various financing sources, and locating and negotiating debt and equity financing. Also covered is financial analysis and cash management for entrepreneurial ventures. *Prerequisites:* FINC 235; ENTR 300. 3 sem. hrs. 3 crs.

ENTR 400: New Ventures I

This course focuses on the identification and evaluation of a new business venture opportunity. The aim of the course is to recognize a potential new product or service with an objective of how to create a new business enterprise surrounding that product/service to realize the value of the opportunity. Students will explore ways to evaluate the viability of opportunities by identifying market and competitive factors, and the targeted customer base, along with the creation of a business plan for approval. Students will gain a better understanding of an entrepreneurial environment, team building, and business development. *Prerequisite:* ENTR 320. 3 sem. hrs. 3 crs.

ENTR 410 - New Ventures II

This course builds upon the experience in New Ventures I and provides students with a culminating experience. Students will focus on management structures and challenges of a start-up operation, and the issues of people, resource, and customer relationship management. The course continues to build upon and develop an understanding of Entrepreneurship, management theory and key financial indicators through the sale of a product/service and realization of business plan objectives. Student teams will present their financial results to a panel of experts. *Prerequisite:* ENTR 400. Students must complete this course the term after completion of ENTR 400 and must remain in same campus cohort. 3 sem. hrs. 3 crs.

EXERCISE SCIENCE

EXSC 105 Introduction to Athletic Training Offered fall and spring semesters.

This introductory course covers the educational and professional requirements necessary to become a Certified Athletic Trainer, as well as the professional responsibilities once certified. Topics of discussion will include current topics, the history and structure of the National Athletic Trainers Association (NATA), requirements to sit for the Board of Certification examination, and the role of the athletic training professional in the sports medicine setting. The course also includes the use of basic therapeutic modalities and the practice of basic athletic taping and wrapping techniques. 3 hrs. lect. 3 crs.

EXSC 110 Foundations of Exercise Science and Health Offered fall and spring semesters.

This is an introductory course to the systems and mechanisms regarding the human body's response to exercise. A spectrum of careers will be addressed. Proper utilization of exercise science principles in relation to exercise and fitness will be discussed. 3 hrs. lect. 3 crs.

EXSC 209 Emergency Care and Personal Safety: CPR/AED/First Aid Offered fall and spring semesters.

This course will provide students with essential life-saving skills necessary to act as first responders in emergency situations. First responders evaluate and treat patients, acting as transitional care givers until more advanced medical help arrives. In addition, this course will address psychological and ethical issues related to emergency medical care. Successful completion of this course could lead to CPR/AED and First Aid certification. This course does not provide state licensure for ambulance personnel. 2 hrs. lect. 2 crs.

EXSC 230 Applied Motor Learning Offered fall and spring semesters.

This course introduces the theoretical constructs involved in motor skill acquisition and motor control with emphasis on clinical application. Aspects of developing effective training regimes will be emphasized. *Prerequisite:* EXSC 110. 3 hrs. lect. 3 crs.

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EXSC 460A Exercise Physiology Lab *Offered spring semester only.*

This course complements material learned in EXSC 460 and provides students in-depth application of exercise physiology concepts covered in lecture. *Prerequisites:* EXSC 250 ~~EXSC 360~~ *Corequisite:* EXSC 460 must be taken concurrently with EXSC 460A. In the event that a student must withdraw from EXSC 460, they must also withdraw from EXSC 460A. 3 hrs. lab. 1 cr.

EXSC 490 Exercise Testing and Prescription *Offered fall semester only.*

This capstone course of the Exercise Science Program utilizes all knowledge gained in relevant previous coursework. Emphasis will be placed on functional tests most appropriate for exercise administration to accommodate the client's needs ranging from exercise, to fitness, to high-level competitive athletics. *Prerequisites:* EXSC 360, EXSC 460 & EXSC 460A. *Corequisite:* EXSC 490A must be taken concurrently with EXSC ~~460~~.490 In the event that a student must withdraw from EXSC 490, they must also withdraw from EXSC 490A. Students that wish to take the lecture component alone will require program authorization. 3 hrs. lect. 3 crs.

EXSC 490A Exercise Testing and Prescription Lab *Offered fall semester only.*

This course complements material learned in EXSC 490 and provides students in-depth application of exercise testing and prescription concepts covered in lecture. *Prerequisites:* EXSC 360, EXSC 460 & EXSC 460A *Corequisite:* EXSC 490A must be taken concurrently with EXSC 490A. In the event that a student must withdraw from EXSC 490, they must also withdraw from EXSC 490 A. 3 hrs. lab. 1 cr.

EXSC 492 Exercise Prescription for Special Populations *Offered spring semester only.*

This course is designed to acquaint students with the principles of exercise testing and prescription for special populations (i.e. diabetes, cancer). The effects of exercise on the process of aging will also be examined. Selection and organization of activities for a range of ages and fitness levels are covered. Current research in the areas of exercise physiology and medicine will serve as the basis for development of safe and effective exercise programs for these populations. *Prerequisites:* EXSC 490. 3 hrs. lect. 3 crs.

EXSC 493 Resources for the Exercise Physiologist *Offered spring semester only.*

Students in this course will learn how to conduct and interpret fitness assessments and how to utilize the results to design appropriate and individualized exercise programs for a variety of populations. Theories of behavior modification will also be discussed as they relate to fitness adherence. In addition, this course will expose students to business aspects of fitness such as leadership, management, marketing and professional and ethical behavior. *Prerequisites:* EXSC 460. 3 hrs lec. 3 crs.

EXSC 495, 496, 497 Exercise Science Internship

This course is designed to give students the opportunity to acquire practical knowledge, under a qualified supervisor, in a selected work setting within the field of exercise science. This is a culminating educational field experience in which students apply content from coursework under careful observation and in cooperation with a skilled practitioner. Students must have successfully completed a minimum of 90 credits and be in good academic standing to register for internships. (Three credits requires 150 hours.) *Prerequisites:* EXSC 360, EXSC 460 and/or approval from program head.3 hrs. lect. 3 crs. each.

FINANCE

FINC 235 Financial Management

A study of the major issues comprising financial management from the perspective of the business decision maker. Topics to be covered include: financial statement analysis; funds flow concepts; tax and other organizational considerations in forming business; current and long term asset management; types of instruments of corporate finance; capital markets and their regulation. An overview of international finance and global ethics in financial decisions will complete the course. Spreadsheets will be utilized in problem solving. *Prerequisites:* ACCT 120. 3 sem. hrs. 3 crs.

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financing techniques, and dividend policy decision. The course will make extensive use of the case study method, decision simulation, and computerized analytical tools. *Prerequisites:* ENGL 112; ECON 125; CISC/MATH 120. 3 sem. hrs. 3 crs.

FINC 450 Applied Research Analysis in Finance

Advanced Finance course, which intensively surveys financial techniques and decisions pertinent to the attainment of corporate financial policy objectives. Topics included are current and capital asset management, risk analysis, financing techniques, and dividend policy decision. The course will make extensive use of the case study method, decision simulation, and computerized analytical tools. Course should be taken in senior year. *Prerequisites:* ENGL 112; ECON 125; FINC 235; any 3 Finance specialization courses. 3 sem. hrs. 3 crs. Students should have completed 3 of their specialization courses before registering for FINC 450.

FRENCH

APPLIED LINGUISTICS

FREN 115 French for Communication

A beginning French course designed to help develop listening and speaking skills in the French language. The course will help students deal with real everyday situations (identifying needs, shopping, seeking medical assistance, gathering information, etc.). The aim of the course is to enable students to understand basic spoken French within the limits of the topics presented in the course, including (but not limited to) business, travel, and social interaction. This course is not open to students who have studied French in high school for more than two semesters or to students who have native or near-native fluency in French. 3 sem. hrs. 3 crs.

FREN 116 Communicating in French

This course is a continuation of French 115 and is designed to further the progress made by students who will continue to learn the basic elements of French structure and vocabulary necessary for an ability in this language. The main emphasis of the course is on speaking and understanding French as it is spoken today in France and in over thirty countries throughout the world. *Prerequisite:* FREN 115 or the equivalent; two years of high school French; or approval of the Language program director. Please note that candidates for New York State Teacher Certification and Mercy College English Literature majors must take two courses (six credits) in a second language. These two courses must be in the same second language. 3 sem. hrs. 3 crs.

FREN 160 Translation Techniques

This course is designed for students who will be doing translations from French to English and from English to French. These translations can be both written and spoken. Translations can include business, commerce, health care, social work, legal, as well as literary topics. *Prerequisites:* FREN 116 or the equivalent. 3 sem. hrs. 3 crs.

FREN 265 Reading and Composition

Thorough review of essential points of grammar as well as an introduction to more idiomatic constructions leading to the mastery of the French language. Texts selected from short stories and literary writings will be utilized for a stylistic study of modern French. *Prerequisite:* FREN 116 or permission of instructor. 3 sem. hrs. 3 crs.

FREN 295 Special Topics in Literature and Linguistics

Offered in response to particular interests of students and faculty. Intensive study of a major work, author, genre, theme, literary period, or specialized language/9 topic. 3 sem. hrs. 3 crs.

LITERATURE (OFFERED IN FRENCH)

FREN 397 Independent Study in French

The life and works of an outstanding author. Guided readings and discussion of the works of the author chosen by the student after consultation with a mentor; presentation of the results of such study required. *Prerequisites:* FREN 116 and FREN 265 or permission of instructor. 3 crs.

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HEALTH SCIENCES

Students enrolling in health science courses must earn at least a letter grade of C or higher in all *Prerequisite* courses required for their major. Students in the health science major may not repeat a course required for their major more than once.

HLSC 102 Introduction to Health Professions ^(cc)

This course is designed to expose students to the details regarding and scopes of practice of various health care professions as well practitioners' roles as part of the health care team. The historical and current U.S. health care system will be briefly discussed including policies, areas of reform, and reimbursement. Health care professions will be presented through discussion boards and lecture. Students' knowledge will be further augmented via case studies, classroom assignments and group presentations. This course will enhance the ability of students to make decisions regarding future areas of professional study and increase their understanding of health care as a whole. 3 sem. hrs. 3 crs.

HLSC 200 Issues in Personal Health

The purpose of this online course is to promote the health of the students at Mercy College. The learning modules in this course are: selection of health care providers, stress management, nutrition, advanced directives and physical fitness. The learning activities in this course include assessments, discussion questions, Internet activities, readings, and an annotated bibliography. A Health Promotion Paper summarizes the health promotion activities used during this course and future health promotion plans. *Prerequisite:* ENGL 111, CISC 120. 3 sem. hrs. 3 crs.

HLSC 203 Practicum in Physical Therapy

This course is offered as a combination of online study and in-class instruction. Students are provided with an overview of the field of Physical Therapy through independent work, observational experiences and small group discussions. Students become familiar with medical terminology typical of that encountered in the profession. The interaction of physical therapists with other members of the health care team is explored. This course is required for students accepted into the professional program who are not physical therapist assistants. 2 crs.

HLSC 205 Standard Safety Precautions for the Health Care Professional

This course presents an overview of universal/standard precautions recommended by the Center for Disease Control (CDC), reviews the Office of Safety and Health Administration's blood borne pathogen regulations, and covers prevention of transmission of various infectious diseases. Responding to emergency situations (fire, medical codes, chemical exposures, etc.) will be covered. 1 sem. hr. 1 cr.

HLSC 209 (EXSC 209) Emergency Care and Personal Safety

This course will provide students with essential life-saving skills necessary to act as first responders in emergency situations. First responders evaluate and treat patients, acting as transitional care givers until more advanced medical help arrives. In addition, this course will address psychological and ethical issues related to emergency medical care. Successful completion of this course will lead to CPR/AED and First Aid certification by the American Red Cross. This course does not provide state licensure for ambulance personnel. 2 hrs. lect. 2 crs.

HLSC 210 Overview of Occupational Therapy Practice

The role of occupational therapy within an interdisciplinary team and within different age groups and practice settings is introduced through observational experiences, lectures, videotapes, small group discussions, and assignments. Students will observe pediatric, adolescent, adult, and geriatric rehabilitation programs. Through classroom discussions and readings, they will develop a personal definition of occupational therapy, be introduced to the current literature in the field, professional organizations, and some current issues facing the practice of occupational therapy. 1 sem. hr. 1 cr.

HLSC 215 Cultural Competence in Health Care

This course will explore the influence cultural beliefs, values, and practices have on perspectives of health and illness and the provision of health care. An overview of various models to develop cultural competence will be pre-

HISTORY

HIST 101 European History to 1500

An overview of European history from antiquity to 1500: the rise and fall of Greece and Rome; the Middle Ages; the Italian and Northern Renaissance; the beginning of the Reformation. 3 sem. hrs. 3 crs.

HIST 102 European History Since 1500

An overview from the Reformation to the present: the Counter Reformation; the Age of Discovery; absolutism and parliamentarianism; the Scientific Revolution and the Enlightenment; the French Revolution; the development of political and economic ideologies; World War I; the Russian Revolution; the emergence of Fascism and Totalitarianism; World War II and its aftermath. 3 sem. hrs. 3 crs.

HIST 105 American History through 1877

A general survey from the Age of first contact through the end of Reconstruction, covering such major developments as the emergence and growth of the 13 colonies; the founding and organization of the nation state; changing political, social, and economic patterns; and the origins and impact of the Civil War. Extensive map work is required. 3 sem. hrs. 3 crs.

HIST 106 American History Since 1877

A general survey from the end of Reconstruction to the recent past. Major themes will be the development of American domestic politics; the nation's emergence as a world power; changes in American society, economy, and culture; and the influence of past events on contemporary life. Extensive map work is required. 3 sem. hrs. 3 crs.

HIST 117 Introduction to Asian History

An overview of the main periods of Asian history: ancient, traditional, and modern; exploration of political, social, economic, and cultural developments; emphasis on China, India and Japan. *Prerequisite:* ENGL 110. 3 sem. hrs. 3 crs.

HIST 118 Introduction to African History

This course examines the rise of African civilizations, outside influences on African societies, the period of European colonization, the independence movements, and some of the challenges facing the continent today. 3 sem. hrs. 3 crs.

HIST 119 Introduction to Latin American History

An overview of Latin American history: the pre-Columbian past; European conquest and colonial rule; the independence movements; and subsequent internal and external challenges to nation building in the 19th and 20th centuries. 3 sem. hrs. 3 crs.

HIST 189 Geography and the World

The course offers an introduction to the study of geography and geographic methods with a focus on the two major divisions of the field: physical geography (the natural world) and human geography (the cultural world). You will learn how geographers view, interpret, and understand the Earth. 3 sem. Hrs. 3 crs.

HIST 195 Honors History

Selected historical occurrences are studied in terms of how they illuminate themes basic to an understanding of historical processes. Admission by permission of the director. May replace General Education History requirement. 3 sem. hrs. 3 crs.

HIST 220 Methods in the Madness: An Introduction to Research Methods

This course is designed to train students to do research and present their research findings in writing and orally. Students will learn how to pose research questions, find and analyze appropriate sources, and synthesize information from those sources. Students will gain a better understanding of the diverse resources available to study the past and learn how to conduct research through a wide variety of sources. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

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HIST 379 History of the Family in America

This course will study the evolution of the family in America from Colonial times to the present. It will be concerned with such aspects as child rearing, husband-wife relationships, and the family unit as a social, cultural, and economic institution. As part of the required work, each student will write the history of his or her own family. *Prerequisite:* ENGL 111. 3 sem. hrs. 3 crs.

HIST 397 Independent Study in History

A course designed to take into account the individual student's historical interests. Offered under the direction of a faculty advisor. *Prerequisite:* ENGL 111. 3 crs.

HIST 399 Internship in History

The History Program is interested in making available learning experiences in non-classroom settings. Under the Intern Program, qualified juniors and seniors receive academic credit for work done in historical societies, archives, museums, and restorations. The programs assist students in finding appropriate opportunities and insuring that the actual work is a meaningful supplement to the undergraduate classroom experience. *Prerequisite:* ENGL 111.

- I. Standards: 60 college credits, a minimum overall GPA of 2.75, a minimum GPA in the student's major of 3.0, and at least six credits in History.
- II. Credit Options: A) Internships in the local area require a supervisory faculty member and usually will be worth three credits B) A maximum of six credits may be applied toward a History major; and a maximum of three credits toward a History minor. Additional credits may be applied toward the general requirements in Social Science, or may count as Liberal Arts and Sciences electives, or as Open Electives.
- III. Procedures: Interested students should contact the director of the History Program or the director of the History Intern Program. The application process requires a transcript, a letter of recommendation from a faculty member, the written consent of the student's advisor, and a departmental interview. The decision of the Programs on whether to allow a student to hold an internship may be appealed to the Office of the Associate Dean of Academic Administration on procedural issues, but not on the matter of the Program's judgment.

HIST 495 Senior Seminar in History

The Senior Seminar in History, a required course for History majors, is to be taken during the senior year. There are several aspects to this course: the comprehensive assessment of what has been learned in the major course of study, the writing of research papers under the supervision of a faculty mentor, and the discussion of research methods and results in a supportive collegial environment. *Prerequisite:* ENGL 111, 112; HIST 320. 3 sem. hrs. 3 crs

HUMANITIES

These interdisciplinary, thematic courses are for non-English majors as well as for majors and may be taken as electives or as a minor concentration. Although literature predominates, other media, such as films, recordings, paintings and music are introduced.

ENGL 111 is a *Prerequisite* for all Humanities courses numbered 200 and above.

HUMN 216 Women: Myth and Reality

Concepts, images, myths, archetypes, and stereotypes pertaining to women in fiction and in theory. What men have said about women in contrast to what women have said about themselves. 3 sem. hrs. 3 crs.

HUMN 226 Business, Values, and Modern America

The emergence of modern forms of business and the relationship of business to society. The socialization process one undergoes upon entering a modern business or corporation. Especially recommended for business students. 3 sem. hrs. 3 crs.

HUMN 295 Topics in Humanities

Offered in response to particular interests of students and faculty. Intensive study of a theme or topic, which lends itself to a humanistic, interdisciplinary approach. 3 sem. hrs. 3 crs.

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HUMN 320 Interdisciplinary Humanities

In the context of the ethical model presented in the earlier ethics course, this course examines human values revealed by works of art, literature, history and philosophy as applied to career/ life assessment and organizational mission. 3 sem. hrs. 3 crs.

INTERNATIONAL BUSINESS

INBU 250 International Business

Global decision making requires a framework for understanding international trade, investment, and cross-cultural interactions. This course discusses managerial challenges arising from different cultural, socioeconomic and political settings, modes of entering foreign markets and the rise of the global corporation. 3 sem. hrs. 3. crs.

INBU 375 International Marketing

The international dimensions of marketing. Topics include: the international environment of international marketing, international market research, product adaptation, pricing strategies, promotion, channels of distribution, and marketing organization. Focus is first on export marketing and then on multinomial marketing. *Prerequisites:* MKTG 220, INBU 250. 3 sem. hrs. 3 crs.

INBU 380–381 Workplace Experience in International Business, I and II

This course is designed to link college with the professional world by students obtaining meaningful, academically relevant workplace experiences. Possible workplace sites for students in International Business include corporations and small businesses. Professional development is enhanced through meetings with a faculty advisor and structured assignments based on the workplace experience. Career and Professional Development department approval required. Open Elective credit only. 3 sem. hrs. 3 crs.

INBU 399 (FINC 399, MGMT 399, MKTG 399, SPMG 399) Internship in Business

Students majoring in business are given an opportunity to supplement classroom learning with on-the-job experience. The School assists students in finding appropriate compensated opportunities and insuring that the actual work is a meaningful supplement to the classroom experience. *Prerequisites:* Completion of 60 credits, a minimum GPA in the major of 3.0 and the approval of the chair of undergraduate business. This course may not be counted as a major level business course. Open elective credit only. 3 crs.

INBU 444 International Management

The international dimensions of management. Topics include: the environment of international management, strategic planning, managing political risk, organizing international operations, decision-making, control, human resource management, communication and motivation. Gives special treatment to the problems of intercultural management. *Prerequisites:* MGMT 225, INBU 250. 3 sem. hrs. 3 crs.

INBU 447 International Finance

The international dimensions of finance. Topics include: the environment of international finance, foreign exchange markets, exchange rate determination, managing foreign exchange exposure, financing international trade, international cash management, multinational capital budgeting and long-term financing. *Prerequisite:* INBU 250. 3 sem. hrs. 3 crs.

INBU 450 Applied Research Analysis in International Business

A research project to examine problems faced by companies wanting to export or to manufacture in foreign countries. Integrates marketing, management, and finance functions. Focuses on real-world situations giving students experience at dealing with problems they are likely to encounter in their careers. *Prerequisites:* ENGL 112; INBU 375, INBU 444, INBU 447. 3 sem. hrs. 3 crs. Students should have completed 3 of their specialization courses before registering for INBU 450.

INTERNATIONAL RELATIONS AND DIPLOMACY

IRDP 110 (SOC 110) World Cultures

This is an introductory course to the anthropology and political aspects of cultural and linguistic difference. A spectrum of issues concerning human origins and expansion, and regional and linguistic differences, are addressed. Use of anthropological and linguistic understanding in relation to international affairs and diplomacy is discussed. 3 sem. hrs. 3 crs.

IRDP 252 (SOCL 252) Globalization

This course is an introduction to the process of rapidly increasing globalization and its impact on the role of the state. The course will look at the process of increasing inter-connectedness between societies, where events in one part of the world have increasing effects on people and societies far away. Advances in market integration, information technology, cultural diffusion and homogenization, and the growth of power among non-state actors have all contributed to the emergence of global communities, issues, and actions. The course focuses on the changing interactions among states, individuals, the private sector, and civil society – and the consequences for the world's economic, social, and political structures and actors. The course explores globalization's costs, benefits, and challenges. *Prerequisite:* SOCL 101 Introduction to Sociology. 3 sem. hrs. 3 crs.

IRDP 295 Contemporary Issues in International Relations and Diplomacy

An analysis of current topics that vary from term to term allowing for the coverage of new subject matter of interest to students and faculty, or the opportunity to make available an instructor's special expertise. 3 sem. hrs. 3 crs.

IRDP 340 (POLS 340) The Art and Science of International Relations

This course is an introduction to the theory and practice of international relations. A spectrum of issues is addressed, including differing perspectives on the state, sovereignty, the international system, international organizations, international law, regional integration, conflict and cooperation, international finance, trade, transnationalism, interdependence, human rights, international development, environmental issues, the role of diplomacy, and foreign policy. Students will be introduced to the variety of theoretical perspectives in political philosophy and learn to apply these frameworks to current affairs issues. This course emphasizes both theoretical and practical approaches to international relations. 3 sem. hrs. 3 crs.

IRDP 356 (POLS 356) International Negotiation and Diplomacy

This course provides an introduction to the core concepts, processes, and techniques of international negotiation and diplomacy. The course focuses on the role of diplomacy by governments (Track I diplomacy) and other types of diplomacy (Track II and III diplomacy). In addition, the course will address the nature of international conflict, negotiation in an international context, mediation, arbitration, conflict management, negotiation dynamics, strategy and tactics, agreement implementation, the role of economic and psychological incentives and constraints, and other factors like the influence of force, culture, and power. The course draws on exercises and role-playing, as well as case studies of real-world events. 3 sem. hrs. 3 crs.

IRDP 372 (POLS 372) International Organizations: Fundamentals

This course is an introduction to international governmental and non-governmental organizations as well as other types of transnational organizations. The course focuses on the fundamentals of the United Nations and the role of the Member States. The course will address how different types of international organizations function in a rapidly changing world. Students will explore how international cooperation can provide solutions to global challenges. The focus on peacekeeping, economic development, and human rights will serve to expand the student's understanding of global politics. 3 sem. hrs. 3 crs.

IRDP 373 (POLS 373) International Organizations: Model UN

This course involves preparation for and participation in Model United Nations conferences. Each year colleges and universities send delegations of students to represent countries at Model UN conferences, meetings, and committees. Topics include international peace and security, disarmament, development and finance, peacekeeping operations, human rights, transnational justice, education, environmental issues, humanitarian assistance, and gen-

CERTIFICATE PROGRAMS

Admission

Certificate Programs are designed to meet the career needs of self-directed, mature students who are interested in acquiring knowledge and skills that will promote their professional objectives. They are open to all qualified applicants whose academic preparation and/or appropriate work experience indicate potential for successful completion of the program.

Applicants seeking admission to Certificate Programs must have a high school diploma.

Applicants seeking admission to Certificate Programs should contact the Office of Admissions. Matriculated students need only submit a formal application. A student who has completed the requirements for a Certificate may not apply for that Certificate after graduation.

Registration

Upon admission to the program, applicants for Certificate Programs may register for courses on a part-time basis at any of the College's campuses.

Requirements for the Certificate Program

All students, both matriculated and non-matriculated, must apply for admission into the Certificate Program. All students are required to maintain a minimum GPA of 2.0 in the Certificate Program being pursued. Upon successful completion of the specific curriculum requirements for a given program, students must apply for the actual certificate.

All credits earned in a Certificate Program are applicable toward the associate and bachelor's degrees. A maximum of six credits in transfer will be allowed toward a certificate. Ordinarily students pursuing a degree program in a related area will not be allowed to use the courses taken in such a program to satisfy the requirements for a certificate.

Certificate Program Fees

Application Fee (Non-Matriculated students only)	\$10
Certificate Completion Fee (per Certificate)	\$16

Certificates are issued in February, May and August.

Certificate Programs Offered

All certificate programs are offered at the main campus in Dobbs Ferry (DF). In addition, certain certificates are offered at the branch campuses in Yorktown Heights (YH), the Bronx (BX) and Manhattan (MT).

Effective July 1, 2011, the United States Department of Education requires colleges and universities to disclose information about their Gainful Employment programs. Gainful Employment programs include any Title IV financial aid eligible certificate program that "prepares students for gainful employment in a recognized occupation." Mercy College's Gainful Employment programs include only the certificate programs: Management Accounting, Public Accounting, Child Care, General Business Administration, Gerontology, Health Services Management, Management, Marketing and Substance Abuse Counseling. Information about the Gainful Employment programs offered at Mercy College can be found at <https://www.mercy.edu/academics/degrees-and-programs/certificate-programs/>.

PROGRAMS OF SPECIAL INTEREST

College Opportunity Programs

The mission of the College Opportunity Programs is to provide academic, social, and personal support to historically underrepresented students in a nurturing and academically focused environment. The goal is to empower motivated students and our engaged colleagues to achieve their highest level of success.

Several federal and state funded programs fall under the umbrella of College Opportunity Programs (COP). In support of our nation's commitment to provide educational opportunity for all persons, the United States Congress established a series of programs to assist eligible individuals to enter college and successfully graduate. These federal TRiO programs include Upward Bound and Student Support Services, as well as the McNair Program (listed separately, under **Undergraduate Research Opportunities**).

TRiO Programs

Upward Bound Program

Upward Bound provides fundamental support to participants in their preparation for college entrance. Upward Bound serves eligible high school students from the Union Free School District of the Tarrytown, who are preparing to enter post-secondary education. Academic assistance is provided to participants during their school day, after school, on Saturdays and during a six-week summer program. Services include tutoring, regents review sessions, SAT preparation, college exploration, and cultural enrichment. For more details on the Upward Bound Program, please contact the Director of Upward Bound and Student Support Services Project, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7239.

Student Support Services Project

The Student Support Services Project (SSSP) provides opportunities for academic development and assists students with basic college requirements and serves to motivate students towards the successful completion of their post-secondary education. The goal of SSSP is to increase the College retention and graduation rates of its participants. Student must meet the federal eligibility guidelines that include first generation, low- income and have academic need for acceptance into the program. SSSP also invites applications from transfer students who were enrolled in SSSP at a previous college or university. Application for SSSP is made available through the College Opportunity Program Office. For more details on SSSP, contact the Director of Upward Bound and Student Support Services Project, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7239.

New York State Department of Education Programs

STEP, CSTEP, and HEOP share a common overall purpose, namely, to expand the educational opportunities available to various historically disadvantaged populations.

Science and Technology Entry Program (STEP)

STEP is designed to increase participation of students from under-represented populations in science and technology oriented fields. The program provides academic enrichment for students in grades seven through twelve from northern Westchester communities. STEP offers students a more intensive exploration of mathematics and the sciences during its Summer Academic Camp. For more details on the Science and Technology Entry Program, contact the Director of STEP, CSTEP, and HEOP, Mercy College, 555 Broadway, Dobbs Ferry, NY 10522, 914-674-7204.

Collegiate Science and Technology Entry Program (CSTEP)

CSTEP is funded by the New York State Education Department to provide academic enrichment, internships and research experiences for students who are economically disadvantaged and historically under-represented in sci-

SPECIALIZED DEGREE PROGRAMS

ASSOCIATE IN ARTS

Students who choose the Associate in Arts must complete:

ENGLISH (6 crs.)

Prerequisite ENGL 110 or placement at ENGL 111 level

ENGL 110 is a Co-requisite for ENGL 111, if required due to English placement.

ENGL 111 Written English and Literary/Studies I*

ENGL 112 Written English and Literary Studies II*

* ENGL 190 and/or ENGL 191 Honors English I & II fulfill this requirement.

ETHICAL PERSPECTIVES (3 crs.)

Choose from PHIL 110, 112, RELG 109, 111, 112

SPEECH (3 crs.)

Prerequisite ENGL 110 or placement at ENGL 111

SPCM 110 Oral Communication*

SPCM 190 Honors Speech also fulfills this requirement

HISTORICAL AND GLOBAL PERSPECTIVES (3 crs.)

Choose from POLS 101 HIST 101, 102, 105, 106, 117–119

MATH (3 crs.)

MATH 115 or

MATH 116 or MATH 201

Check major requirements

MATHEMATICS AND INFORMATION TECHNOLOGY (3 crs)

Choose CISC/MATH 120 if required for major or additional MATH class 115–231

CRITICAL INQUIRY (3 crs.)

CINQ 101

Waived for transfer students with 30+ credits

Must substitute an additional Liberal Arts course

ASSOCIATE IN SCIENCE

Students who choose the Associate in Science must complete:

ENGLISH (6 crs.)

~~Prerequisite ENGL 110 or placement at ENGL 111 level~~

ENGL 110 is a Co-requisite for ENGL 111, if required due to English placement.

ENGL 111 Written English and Literary/Studies I*

ENGL 112 Written English and Literary Studies II*

* ENGL 190 and/or ENGL 191 Honors English I & II fulfill this requirement.

ETHICAL PERSPECTIVES (3 crs.)

Choose from PHIL 110, 112, RELG 109, 111, 112

SPEECH (3 crs.)

Prerequisite ENGL 110 or placement at ENGL 111

SPCM 110 Oral Communication*

SPCM 190 Honors Speech also fulfills this requirement.

HISTORICAL AND GLOBAL PERSPECTIVES (3 crs.)

Choose from POLS 101, HIST 101, 102, 105, 106, 117–119

MATH (3 crs.)

MATH 115 or MATH 116 or MATH 201 (Check major requirements)

MATHEMATICS AND INFORMATION TECHNOLOGY (3 crs.)

Choose CISC/MATH 120 if required for major or additional MATH class 115–231

CRITICAL INQUIRY (3 crs.)

CINQ 101

Waived for transfer students with 30+ credits

Must substitute an additional Liberal Art course

SCIENTIFIC PERSPECTIVES (3 crs)

Choose from BIOL 110–161, BIOL 200, 222, 226, CHEM 110–161, PYHS 110–161,

PHSC 110, 111, SINC 110

JUNIOR SEMINAR (3 crs.)

JRSM 301 Junior Seminar

Students will register for the course after completing 60 credits and before attaining 91 credits. Waived for students

Academic Regulations and Procedures

Matriculation and Credit

A student may register for courses without being matriculated, but in the event of subsequent matriculation, the student may not apply any degree requirements from catalogs issued previous to his/her matriculation. Interruption of study other than Leave of Absence will result in loss of matriculation.

Credit Hours

Mercy College's policy on assignment of credit hours is modeled after the Carnegie unit system and applies to all graduate and undergraduate courses in all schools, regardless of modality of instruction. Under this policy, there is a standard meeting time of 50 minutes per credit hour per week. Standard meeting patterns are established at either one meeting per week or two meetings per week. Standard academic terms span either 15 weeks (for semester and trimester-based programs) or 10 weeks (for quarter-based programs). It is recommended that Mercy College students are assigned two-hours of homework for every hour of in-class instruction. At the time of course creation and approval, credit hours are assigned (at the school level by the appropriate academic unit head and endorsed by the Registrar) based on the accrediting body credit hour requirements and/or NYSED regulation. Online courses are subject to an approval process similar to that of traditional in-person courses to ensure credit hour criteria are met.

Registration

The regular registration periods are designated precisely for each semester, term, and session. Additional times are designated as periods for late registration. It is preferable, both for students and the College, to have students register early in order to avoid being closed out of courses. Students may register for courses each semester via the Web at www.mercy.edu. Registration is subject to academic procedures published by the Registrar, and billing procedures published by the Office of Student Accounts. All program changes and late registrations are contingent upon approval from the student's COP or PACT mentor. Policy of some academic departments may preclude a student from entering a course after its first meeting.

Prerequisites

Some courses in the catalog have other courses as *Prerequisites*. Permission to take a course without indicated *Prerequisites* must be obtained from the chairperson/program director of the department offering the course.

Auditing a Course

Students may enroll in a course on an audit basis. The audit fee is 50 percent of the current per credit tuition rate. A student does not receive a grade or credit for the course he/she audits. Students must fill out an Audit Form available in the Office of Enrollment Services at each campus within the first two weeks of a term.

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Course Load

Matriculated students may normally register for no more than a total of five courses (not to exceed 16 credits) in a given semester. Permission to register for a total of up to 18 credits must be obtained from the Registrar. Guidelines for up to 18 credits include a minimum 3.4 GPA in the previous two full-time terms at Mercy College. Permission to register for up to 21 credits in any combination of terms must be obtained in writing from the Associate Dean in the school in which the course is offered in consultation with the respective Academic Unit Head. Guidelines for approval for up to 21 credits include the following: minimum GPA of 3.8, successful completion of 18 credits in one term (no withdrawals, Fs, or Ds), an assessment by the Associate Dean in the school in which the course is offered. Non-matriculated students may not register for more than 15 credits in any given semester. A student may register for fewer than 15 credits, and some students may be recommended or required to take a reduced program in cases of academic deficiency. In summer term, no student may register for more than 12 credits.

Core Courses

NYS regulations require that a student must take a minimum of one three-or-more credit course at the campus at which the degree program is approved by the state education department. Each program has detailed a core course within the major, which is only offered at the program's 'home' campus, for this purpose. *Students may take other core requirements and electives at other campuses, but they must complete the core course at the home campus in order to complete their degree.* Core courses are designated throughout the catalog with the superscript (CC); the list of programs by approved campus is set out in the Registered Programs (by campus) section of this Catalog.

Scheduling Options

Mercy College offers a wide range of flexible course options. Web registration is available to all students, and encouraged. A complete listing of course offerings for each location is available online three times a year for the fall, spring and summer terms. Day classes are offered at all campuses in a traditional 16-week semester. Evening classes are offered at all campuses with 16-week semesters and eight-week terms available. Weekend classes are offered in a 16-week semester during the day on Saturday at the Dobbs Ferry, Bronx and Yorktown Heights campuses. Summer classes are available at the main and branch campuses offering five and 10-week terms, as well as several additional specialized terms. All courses may require a student to complete online components to satisfy the course requirements.

Tutorial Courses

A tutorial course is a substitute for a regular course offering. The tutorial will ordinarily be given in the student's senior year and only if the required course will not be offered during that year and the course is needed to complete his/her requirements for graduation. In a rare circumstance, a tutorial course may be offered to permit progression in a student's program. It is not meant to be used as a scheduling convenience, but, rather, as a last resort after all other scheduling alternatives have been exhausted. The tutorial will always be worth the same number of credits as the catalog course. The student must obtain the approval of an instructor, who will submit to the department chairperson an approval form, course syllabus, course outline, and a procedure for assessing the student's performance. The plan must then be submitted to the school Dean or Associate Dean for final approval. A tutorial may be taken to fulfill a program's core course requirement only in extraordinary circumstances with the approval of the school Dean or Associate Dean and the Office of the Provost.

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their last date of attendance.

If a refund or registration exception is granted for health-related reasons, the student shall not return to the College until medical clearance is provided by a treating physician, which shall be evaluated by the College's Director of Health and Wellness. The Director will then make a recommendation to the Vice President for Enrollment Services, or her/his designee, for the determination whether the student is fit to return, which determination shall be final.

If a student is granted an exception for tuition for any of the reasons above, the student will not receive a refund, but will be able to apply these funds towards future terms of study at Mercy College. The student will be credited an amount deemed appropriate by the Vice President for Enrollment Services and shall be for tuition only; fees are non-creditable, non-refundable and non-negotiable. Room and Board charges do not qualify under this policy. Please see the policy for housing refund outlined in the student's Housing Contract or contact the Dean of Student Affairs. Cases where a student has federal and/or state financial aid or grants will be dealt with as appropriate by the Vice President for Enrollment Services within the mandates of the respective authority.

For registration requests, the Vice President for Enrollment Services (in consultation with the relevant College personnel) will determine the appropriate exception that will be granted on behalf of a student depending on the student's particular circumstances.

Attendance Policy

Excessive absence interferes with the successful completion of a course of study and diminishes the quality of group interaction in class. To encourage students to accept their obligation to attend class the following policy is established: Class attendance is a matter between the instructor and the student. Instructors are obliged to announce and interpret specific attendance policies to their classes at the beginning of the term and include the policy in the course syllabus. Any student who has been excessively absent from a course and does not present adequate documentation to the instructor and fails to officially withdraw from the course may receive the grade of FW (fail-withdrawal), which is computed as an F for GPA purposes.

Leave of Absence

A student in good standing may request a leave of absence from the College, for a maximum of two consecutive semesters, without prejudice to his/her standing. If the student does not return for the third semester, he/she must re-apply to the College for admission and follow the rules and regulations of that catalog year. A leave of absence may be obtained by written request from a PACT or COP mentor at the campus where the student is taking courses or online via Mercy Connect under School Resources on the right side of the academic advising tab.

Good Academic Standing

In order to be in good academic standing a student must meet minimum satisfactory academic progress toward the completion of a degree. The minimum standard per cumulative credits total varies for an associate's degree candidate and a bachelor's degree candidate. In both cases, a cumulative GPA of 2.0 is required for graduation; however, minimum GPA standards for the first two years of study are somewhat lower in recognition of the transition into college-level work.

The following minimum GPA must be attained based upon the number of credit hours attempted (not necessarily achieved) for a candidate's degree:

Associate Degree		Bachelor's Degree	
0–15 credits	1.50 GPA	0–30 credits	1.50 GPA
16–30 credits	1.75 GPA	31–60 credits	1.75 GPA
31 + credits	2.00 GPA	61 credits or above	2.00 GPA

At the end of each semester, the Committee on Academic Standing reviews the records of all matriculated students whose GPA is below 2.0. A student who did not attain the minimum GPA for the number of credits he/she has attempted as stated in the above charts are placed on academic probation. To show satisfactory academic progress, the student who is placed on academic probation must achieve the minimum GPA as stated above for the number of attempted credits for the following term of enrollment. If the term GPA is below that minimum, the student will be dismissed.

Those students who have made acceptable progress during their first semester on probation will be permitted to continue on probation for one additional semester until the cumulative GPA for their range of credits is achieved. If the cumulative GPA for the student's range of credits is not achieved by the end of this second semester, the student will be dismissed.

Students receiving funds from TAP and Title IV must follow the Guidelines for Academic Progress stated in the Financial Aid section of this catalog.

Academic Dismissal

A matriculated student who, after being placed on Academic Probation, fails to achieve good academic standing will be dismissed from Mercy College and will not thereafter be allowed to register for any courses at Mercy College.

A student who has been academically dismissed for the first time has the right to make a formal appeal to the Committee on Academic Standing. If the student is readmitted, he/she is placed on one-semester probation during which time he/she must meet the conditions specified by the Committee or be subject to final dismissal.

Academic Eligibility for Financial Aid

In order to maintain their eligibility for financial aid, all students who receive financial aid from the federal and/or state government are required to meet specific standards of academic progress (total number of credits passed and the student's GPA in a specific semester). The Office of Enrollment Services maintains current records on all students receiving financial aid and thereby monitors their ongoing eligibility for such aid. More detailed information about these standards is available through the Office of Enrollment Services.

Scholastic Index

The scholastic index shows the average grade attained in a set of completed courses. The scholastic index for a given set of courses is determined by dividing the total number of quality points earned in those courses by the total number of credits that would be conferred by the successful completion of those courses. The number of quality points earned through completion of a given course is determined by multiplying the number of academic credits the course may confer by the coefficient corresponding to the grade received. The scale of coefficients is as follows:

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A.....	4.0	C+.....	2.33
A-.....	3.67	C.....	2.0
B+.....	3.33	C-.....	1.67
B.....	3.0	D.....	1.0
B-.....	2.67	F.....	0.0

Example: If a student completes five courses, each conferring three credits, grades A, B+, C+, C, he/she can compute his/her scholastic index as follows:

Credits		Coefficient		Quality Points
3	X	4.0 (A)	=	12.00
3	X	3.33 (B+)	=	9.99
3	X	2.33 (C+)	=	6.99
3	X	2.33 (C+)	=	6.99
3	X	2.0 (C)	=	<u>6.00</u>
				41.97

$$\text{Scholastic index} = \frac{41.97}{15} = 2.798$$

Courses taken under the Pass/No Credit system, courses for which a student has received a W, and courses taken at other colleges do not affect the student's scholastic index.

Grade Suppression

If a student repeats a course, the lower grade will be suppressed from his/her GPA. The original course and the repeated course must be taken at Mercy College. The lower grade will remain on the transcript but will not count in the overall GPA. Students receiving financial aid should check with their counselor to understand how repeating a course may affect their aid.

Change of Grade Policy

A change of grade after the close of any grading period, other than to rectify a grade of Incomplete, is approved only if a mistake was made in determining the final grade.

Any grade change, other than for an incomplete, must be approved by both the program director and the school dean.

Transcripts and Grade Reports

Students may obtain their grades via Mercy Connect.

Transcripts are only processed and printed at the Office of Enrollment Services in Dobbs Ferry. However, transcript requests may be made online or at any campus for pick-up at a later date. No transcript is issued for a student whose financial account is not settled.

Dean's List

A student whose semester GPA is 3.7 or above is eligible for inclusion on the Dean's List. The student must

be matriculated and carrying a full program of studies (12 credits per semester).

Academic Appeals Policy

The purpose of the Academic Appeals Policy is to provide a process for the equitable resolution of formal complaints made by a student, faculty member or administrator over academic issues including grade disputes, cheating, plagiarism and the application of academic policies, except for dismissal review. The following steps constitute the process; before proceeding to a higher-level step, all lower-level steps must first be completed and documented in some form. The College continues to recommend and encourage the informal resolution of complaints, believing that effective communication is also part of the educational process. To the extent that a faculty member, academic unit head or dean are unavailable, a designee may be appointed for purposes of resolving such issues in a timely manner.

Step One: Faculty

At this step the process remains informal. Within four weeks of the end of the semester, term, or quarter (the “academic period”) in which the disputed matter occurred, the student and faculty member must meet in person or by phone to discuss the issue. After the meeting, the faculty member must make a decision within one week and communicate it in writing to the student. If the student is dissatisfied with the outcome of this meeting, a formal written appeal must be submitted by the student to the relevant academic unit head.

Step Two: Academic Unit Head

Any formal written appeal of the decision in Step One must be filed with the academic unit head no later than six weeks after the end of the academic period in which the issue of the appeal occurred. Within two weeks of receipt of the formal written appeal, the academic unit head will, depending on the situation, meet separately or jointly with the student and faculty member involved. Meetings may be in person or via telephone. During these meetings each party will submit all information and supporting documentation to the academic unit head; a written decision should be sent to both parties within two weeks of the meeting. If the faculty member involved is also the academic unit head, the parties may agree to allow another faculty member in the department to review the appeal or proceed directly to Step Three.

Step Three: School Dean

Within one week of the decision in Step Two, an appeal may be made in writing by the student to the relevant school dean. The school dean will, depending on the situation, meet separately or jointly with the student and faculty member, and, as necessary, the academic unit head involved within two weeks of receipt of the formal written appeal. Meetings should be in person, to the extent practicable. The school dean will review the written appeal and previous actions on the appeal, along with any additional information and substantiation submitted by each party, and will render a decision in writing to all parties within two weeks of the meeting.

Step Four: Academic Appeals Committee.

In the event that the issue has not been satisfactorily resolved in Steps One, Two or Three, a final appeal may be

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made to the Academic Appeals Committee. Such appeal must be made in writing to the Committee, to the attention of the Associate Provost, within four weeks of the decision by the school dean. Appeals should be accompanied by any substantiating documentation. The Academic Appeals Committee will hold a meeting, as described below, and shall render a decision in writing to both parties within two weeks of the conclusion of the meeting.

The Undergraduate Academic Appeals Committee consists of the Associate Provost and up to three faculty members, two administrators, and two students. The chair of the Committee is the Associate Provost. The Committee meets at regular intervals.

All parties to the appeal will be permitted to participate in the meeting with the Committee. The student may be accompanied by one person who is not professional legal counsel. The Committee will hear from both parties and may call on any witnesses to the matter and review any supplementary documentation. The Committee may ask questions throughout the meeting and may, if necessary, adjourn the meeting to obtain additional information. The Committee will review whether it is more likely than not that the alleged conduct occurred. In the case of a grade dispute, the Committee does not have the authority to make a grade change; rather, the Committee will review whether it appears the original grade was fairly awarded.

The decision rendered by the Academic Appeals Committee is final; no additional appeals will be permitted.

Cheating and Plagiarism

Cheating and plagiarism are contrary to the purpose of any educational institution and must be dealt with severely if students' work is to have any validity. An instructor who determines that a student has cheated on a test or assignment will, at a minimum, give a zero for that item and may give a failure for the course. Normally the matter is handled between the instructor and the student, but the department chairperson may be consulted by either party to ensure fairness.

Plagiarism, which is the appropriation of words or ideas of another without recognition of the source, is another form of cheating. An instructor who determines that a student has plagiarized will give a zero for the paper or project and may give a failure for the course.

Both cheating and plagiarism are grounds for dismissal from the College.

Any action taken regarding cheating or plagiarism is subject to the Academic Grievance Policy outlined in above and in the *Student Handbook*.

Transfer of Credit from Other Institutions

Students who are matriculated at Mercy College are encouraged to complete their programs at the College. Students who, for extenuating reasons, need to take courses at other colleges with the intention of transferring the courses to Mercy College must obtain written approval from the appropriate school dean. Students must obtain approval prior to enrolling in a course at another institution in order to ensure that the course is equivalent in content to the comparable course at Mercy College. Please note that students can obtain the transfer credit form through the Office of Enrollment Services or from the dean of the school. If written preapproval is not obtained the

Bachelor's Degree

To be eligible for graduation with a bachelor's degree, a student must successfully complete at least 120 academic credits, and these credits must fulfill one of the major curricular distributions in the College catalog. The student must follow the curriculum requirements of the catalog under which he/she matriculates or of any successive catalog during his/her continued matriculation prior to graduation. He/she may not use combinations from two or more catalogs to satisfy these requirements.

It should be noted that for the Bachelor of Arts degree, 90 of 120 credits must be completed in the liberal arts and sciences and for the Bachelor of Science degree, 60 of the 120 credits must be completed in the liberal arts and sciences. Curricular distributions should be interpreted accordingly.

Further, to be eligible for graduation with the bachelor's degree, a student must fulfill the following conditions:

1. A minimum average of C in course grades represented by a cumulative scholastic index of not less than 2.0 in courses taken at Mercy College.
2. A minimum average of C in course grades represented by a cumulative scholastic index of not less than 2.0 in courses taken at Mercy College in the major field of study.
3. A minimum of at least 30 credits taken in residence at Mercy College. Graduate level courses are not included in the 30-credit residency requirement.
4. A minimum of one half of the credits in the area of the major concentration taken in residence at Mercy College. The minimum for each major concentration is listed under the major concentration requirements.
5. Residency is defined as courses offered by Mercy College for academic credit. Courses offered by other institutions or in cooperation with Mercy College do not fulfill residency requirements.

Specific requirements for each major concentration are listed at the beginning of each department's course offerings.

Double Major

Occasionally a student wishes to specialize in two discrete areas of study to prepare for his/her intended career. In such a case the student may want to apply for a double major. The student will complete a single set of core and elective requirements and complete two sets of major requirements, one for each major desired. Where the same course is required in each major, the student may apply a maximum of 12 credits to satisfy both major requirements.

Overlap credits in excess of 12 must be substituted by major courses with the approval of the respective program directors. If a major does not have sufficient courses for substitution, then those two majors cannot be completed as a double major.

Double Degrees

Occasionally a student wishing to specialize in two discrete areas of study (e.g., Business Administration and Computer Science) will complete a double major. The New York State Education Department has issued guidelines stating that under such circumstances the award of two separate degrees would be inappropriate. In rare cases, however, where the two specializations are clearly widely separated (e.g., Business Administration and Music), and the

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student might need separate credentials attesting to his/her achievement in each area, separate degrees may be awarded. Students wishing to pursue two separate degrees should consult with the registrar early in their academic career.

Programs of study leading to the Bachelor of Arts or Bachelor of Science degree are available with the following major concentrations (Hegis Codes indicated):

Behavioral Science (2201)	Interdisciplinary Studies (4901)
Mathematics (1701)	Psychology (2001)
Sociology (2208)	

Programs of study leading to the Bachelor of Arts degree only are available with the following major concentrations (Hegis Codes indicated):

English (1501)	History (2205)	Spanish (1105)
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Programs of study leading to the Bachelor of Science degree only are available with the following major concentrations (Hegis Codes indicated):

Accounting (0502)	Education — B.S. and M.S. Degree (0803), (0823)
Biology (0401)	Exercise Science (1299.30)
Business Administration (0506)	Health Science (1299)
Clinical Laboratory Science (1223)	International Relations and Diplomacy (2210)
Communication Disorders (1220)	Journalism and Media (0699)
Communication Studies (0601)	Legal Studies (0599)
Computer Information Systems (0702)	Music Industry & Technology (1099)
Computer Science (0701)	Nursing (Upper Division only) (1203.10)
Corporate and Homeland Security (2105)	Organizational Management (0506)
Criminal Justice (2105)	Veterinary Technology (0104)

Program of study leading to the Bachelor of Social Work degree is available with the following major concentrations (Hegis Codes indicated):

Social Work (2104)

Program of study leading to the Bachelor of Fine Arts degree is available in the following major concentration (Hegis Code indicated):

Computer Arts + Design (1009)

Specific requirements for each major concentration are listed at the beginning of each department's course offerings.

Associate Degree

To be eligible for graduation with the Associate degree, a student must successfully complete 60 or more academic credits, and these credits must fulfill one of the curricular distributions by the College.

It should be noted that for the Associate in Arts degree, all 60 credits must be completed in the liberal arts and sci-

Advising and Student Life

Advising, Student Affairs and Student Life

Student Affairs at Mercy College promotes student learning and holistic development by providing intentional opportunities for engagement outside the classroom. Through these programs and services, Mercy College supports students' academic development, inspires personal growth, and fosters interpersonal connections and collaboration to prepare students for success in our diverse community and beyond. Every undergraduate student at Mercy College is assigned a PACT or College Opportunity Program mentor. A more detailed view of student life is provided in the Mercy College Student Handbook.

PACT Program

Mercy College believes in a student-first philosophy, which means individualized attention, uniquely tailored opportunities and innovative educational programs. The Mercy College Personalized Achievement Contract (PACT) exemplifies our commitment to our students and is dedicated to supporting them academically, personally and professionally.

The PACT program maximizes personal success through a comprehensive collaboration between the student and Mercy College. PACT students are provided professional mentors who facilitate integrated support for academic, career and personal growth. Each mentor is trained in the areas of academic advising, student life, financial aid, career preparation and leadership skills. Together, student and mentor create a customized plan designed to enhance the student's overall long-term success.

From the start, PACT mentors work with accepted students and their families to assist with the enrollment process, including financial aid, course registration and housing to foster a seamless transition to college. The mentor continues to build a close relationship with the student, serving as the student's point person for all aspects of campus life from enrollment to employment. The customized plan and personalized guidance provided to PACT students assists in keeping them focused on academic achievement, campus engagement and career readiness, preparing each PACT student to be the best candidate for graduate school or the career of his or her choice. To learn more, call a PACT mentor at 914-674-PACT (7228) or visit our website at www.mercy.edu/student-affairs/pact.

New Student Orientation

Students entering Mercy College for the first time are invited to an orientation session held over the summer at their respective campuses. Separate orientation programs generally are planned for first-year, transfer, and international students. At New Student Orientation, students will meet the Orientation Leaders and PACT Mentors as well as staff and faculty members. New Students learn about services and opportunities that are vital elements for their transition into life at Mercy College.

Residential life

There are two residence halls on the Dobbs Ferry campus. Founders Hall serves over 300 students in a variety of room configurations including singles, doubles triples and quads. Hudson Hall, which opened in January, 2016, is home to 350 students residing in 4 and 6 person suites. Hudson Hall also has a state of the art fitness Center, a Starbucks Café, a community lounge, quiet study lounge and meeting rooms that are open to all members of the Mercy College community. With the addition of Hudson Hall, the residential life program at Mercy has a robust on-campus population in addition to using area hotels that compliment a student's residential experience while attending Mercy College. The Residential Life Program is designed to provide students with living facilities and activities that enhance and extend their formal classroom education. The program is structured to promote students' social, cultural, personal and intellectual development. Living in College housing offers a structured environment in which students can live independently and develop a greater sense of personal identity within a community setting.

For further information, please contact the Residential Life Office at 914-674-7277 or email us at residentiallife@mercy.edu

Athletics

Mercy College sponsors intercollegiate competition in baseball, men's and women's basketball, men's and women's lacrosse, men's and women's soccer, field hockey, softball and volleyball.

Mercy College student athletes and teams continue to do well in the classroom with over 100 student athletes earning a 3.25 GPA or higher and athletically with teams competing successfully, regionally and nationally. The men's lacrosse team has been ranked nationally all season amongst Division II, while each program continues to build a strong foundation and improve in the very competitive East Coast Conference. Besides Field Hockey, which is independent, all of Mercy's teams are members of the ECC, an associate member of the ECAC (East Coast Athletic Conference) and square off regularly against nationally ranked opponents. Coaches at Mercy continue to compose star-studded rosters and bring in student athletes that are not only difference-makers on the field and the court, but are also proud ambassadors of the College in the community.

The Mercy College athletic teams (at the Dobbs Ferry Campus only) are members of the following:

- East Coast Conference.
- East Coast Athletic Conference.
- National Collegiate Athletic Association (NCAA) Division II.

Students may arrange to make recreational use of all the College's athletic facilities, which include separate fields for baseball and softball, outdoor handball and basketball courts, several playing fields, and soccer field, as well as the gymnasium, fitness center, and tennis courts. Club sports and intramurals are run throughout the year, both for indoor and outdoor sports.

Career and Professional Development

Career and Professional Development at Mercy College teaches career readiness, with the goal of each student developing lifelong career management skills. We provide tools, training and exposure to valuable opportunities that empower students to take ownership of their career success.

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Through workshops, online resources, career events, job and internship fairs, and individualized counseling, we empower you to properly prepare for and thrive in an ever-changing and exciting workplace. Open to all students across all campuses and online, our programs leverage the most advanced technologies available through our state-of-the-art Vitale Life Skills Lab, providing you access to career information and job and internship opportunities.

Services available to Mercy College students include, but are not limited to:

Major and career exploration — Select a major that supports your career goals through the use of Focus 2, the Mercy College major and career exploration tool.

Workshops — Participate in a number of career workshops during the academic year hosted by the Career and Professional Development team, on essential professional development topics such as resume building and cover letter writing, your job/internship search, improving interview skills, how to work a career fair, and more.

Resume & cover letter building— Work with your PACT mentor or Career Counselor to develop a professional and competitive resume and cover letter that stand apart from the crowd.

Job and Internship search — Develop a strategy to efficiently and effectively identify and pursue the career opportunities of your choice. We're here to help you!

Interview skills — Conduct live mock interviews, or practice at home with a virtual mock interview tool to increase skill and confidence in communicating your unique value to employers

Career Fairs — Network with employers and find internships, full-time and part-time jobs at Recruit Westchester and on-campus career and internship fairs

Lunch with a Leader — Attend a business lunch with global and local business and community leaders to help you get an up close and personal look at the skills necessary for entry and success in various careers.

Career Maverick

Mercy College's Career Maverick system is our online tool and app that contains career resources that will be of value to you throughout your college career and beyond. Registration is free and available exclusively to members of the Mercy College community at <https://mercy-csm.symplicity.com>. Through Career Maverick you will gain access to exclusive full-time and part-time job and internship opportunities specifically targeting members of the Mercy College community. You will also be able to access the NACElink Network, the largest career network of career services and recruiting professionals in the world. In addition, valuable career resources such as resume formats, cover letter formats, helpful verbs for writing resume bullets, sample bullets, etc. are also available in Career Maverick.

All career resources offered by Mercy College Career and Professional Development are free of charge to students and alumni. To schedule an appointment to meet with a counselor at the campus of your choice call 914-674-7203 or email: careerandprofessionaldevelopment@mercy.edu. We're here to help you!

College Bookstore and Textbooks

Textbooks are available for student purchase at the campus bookstores located at the Dobbs Ferry and Bronx campuses, as well as online at www.mercy-dobbs.bkstr.com for Dobbs Ferry, Manhattan, Yorktown Heights and Online

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Other Student Policies

Student Conduct and the Judicial System

Part of any educational process is instilling an understanding of civic values and of the standards of conduct and behavior that individuals expect of each other. Our policies reflect the values of our college and also incorporate a number of legal requirements. These policies address many of the difficult intersections between private conduct and societal rules, including alcohol and drug use and abuse, sexual assault and harassment, discrimination and hate crimes, and public speech. In developing policies that deal with these areas, the College seeks to educate our students as well as regulate activity. The responsibility for understanding and abiding by these policies, and any related laws, rests within each individual student. Students have the obligation to become familiar with the College's policies and should reflect thoughtfully on their conduct in these areas.

Complaint/Grievance Procedures

Students with complaints are encouraged to discuss their concerns informally with the appropriate office or individual. For academic concerns, students are encouraged to communicate with their instructors and/or academic advisors early in the term to resolve issues and to allow time for appropriate actions and referrals.

Students wishing to file an official grievance must do so in writing (with the exception of complaints under the Sexual Misconduct Policy). For academic concerns, the grievance procedure is listed under Academic Regulations and Procedures of this catalog. Grievance Policy (below). For all other non-academic complaints/grievances, students should refer to the Student Complaint Policy found in the Student Handbook.

Non-Discrimination Policy

Mercy College is committed to fostering a diverse community of outstanding faculty, staff, and students, as well as ensuring equal educational opportunity, employment, and access to services, programs, and activities, without regard to an individual's race, color, national origin, religion, creed, age, disability, sex, gender identity, gender expression, transgender status, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction. Employees, students, applicants or other members of the College community (including but not limited to contractors, vendors or visitors) may not be subjected to harassment that is prohibited by law, or treated adversely based upon a protected characteristic, or retaliated against for making a complaint regarding such adverse treatment.

The College is also committed to providing reasonable accommodations when appropriate to individuals with disabilities, individuals observing religious practices, and employees who have pregnancy or childbirth-related medical conditions. Retaliation for reporting or opposing discrimination, cooperating with an investigation of a discrimination complaint, or requesting an accommodation is also prohibited.

The College's policy addressing discrimination and harassment is set forth more fully in the **Mercy College Policy on Equal Opportunity and Nondiscrimination**. The College's policy addressing sexual harassment, gender-based

Student Support Services and Resources

Campus Safety and Security

The Office of Campus Safety and Security will provide, upon request, all campus crime statistics as reported to the United States Department of Education. The Campus Safety (Clery Act) Report may be found on the Mercy College website. This information is also available, in a hardcopy format, from the Mercy College Office of Campus Safety and Security. To receive a copy, contact the Director of Security, at 914-674-7225.

Students may sign up to receive emergency campus alerts through the NY Alert website (<https://users.nyalert.gov>). For more information about preparing for or responding to a campus emergency, download the "In Case of Crisis" Application in the Apple or Google Play app stores.

Students wishing to report an emergency should call 914-674-9999 or 911; for general security assistance in a non-emergency situation call 914-674-7225.

Learning and Assessment Services

Learning and Assessment Services is the umbrella for the Vitale Center for Academic Excellence and Innovation (composed of Learning Centers on Mercy College's four campuses), and the Testing Office. The overall purpose of these services is to provide Mercy College students with the academic support necessary to meet the challenges of higher education.

The Learning and Assessment Services are an outgrowth of Mercy College's mission to support the academic development of students with their full range of diversity in language, scholastic background, levels of communications skills and general academic sophistication. The services of these offices are available to all undergraduate students who want to improve or enhance their learning skills. Students, faculty, and staff are encouraged to take advantage of the available resources, and to discuss issues related to their classes.

The Vitale Center for Academic Excellence and Innovation

The four campus Learning Centers are designed to support teaching and learning at the College. They offer assistance in English and writing across the curriculum as well as most content-specific areas including mathematics, statistics and the computer sciences; biology, chemistry and physics.

Many qualified peers, graduate students and faculty members are on staff to help students succeed. Group, supplemental instruction and individual tutoring are available, as well as workshops on a variety of study skills.

Hours of offerings vary at each location. Mercy College students have access to all Centers regardless of home campus. Students interested in taking advantage of this service should call 914-674-7402.

Testing Office

The Testing Office coordinates all placement examinations for incoming new and transfer students. Examinations are administered by proctors and offered on all campuses. Placement examinations are used to determine the appropriate introductory level courses for incoming students in mathematics and English. This Office also administers the Introductory Computer Information Science (CISC 120) waiver exam and the College Level Examination Program (CLEP) exams. Students can contact the Office by calling 914-674-7358.

Health and Wellness

Student Health Office

The Student Health Office is a safe, confidential place where students can receive limited primary care services including evaluation and treatment for common minor injuries and illnesses, preventive care, health education and referrals to local specialists or hospitals as needed.

The Student Health Office is located on the Dobbs Ferry campus in Room 127 in Main Hall. The office is staffed by a Family Nurse Practitioner and Registered Nurses all committed to treating the students with the highest quality of care in order to support their personal and academic success.

We encourage our students to take an active role in creating and maintaining a healthy lifestyle. We support these efforts by offering Wellness Programming on a wide range of health related topics throughout the school year.

There are no fees for the services of the Student Health Office. Students are encouraged to contact the office to schedule an appointment at 914-674-7255. Walk-ins are accepted as space allows. Emergencies always take priority.

Counseling and Similar Support Systems

The Mercy College Student Counseling Services office offers psychological evaluation and brief treatment typically lasting from one to six sessions. Students in need of more intensive treatment are referred to local hospitals and clinics for long-term psychotherapy and/ or medication, if necessary.

College students come to the Counseling Services office with mental health issues including increased stress, depression and anxiety as well as concerns about their academic progress, daily living, adjustment to college, or relationships with others. Counseling can be an opportunity to talk about issues that are of concern to students with an objective person who can help them develop skills and view situations in ways that may enable them to be more effective in managing life's challenges down the road.

For more information or to schedule an appointment, please call our main number 914-888-5150. *This service is for Mercy College students ONLY. Full- and part-time faculty, administrators, and staff may contact the Employee Assistance Program (EAP) to obtain psychological services.*

Students with Disabilities

The Office of ACCESSibility provides Accommodations, Collaboration, Consultation, and Educational Support Services for students with disabilities. The office works to collaborate with and empower students who have disabilities to obtain equal access to an education and college life. ACCESS provides opportunities and resources that will facilitate the development of self-advocacy, self-efficacy, and adaptive skills in students to overcome barriers a disability may present.

Students whose disabilities may require some type of accommodation must self-identify, complete an "Application for Accommodations" and provide supplemental documentation, as requested. The review of requests and documentation is a collaborative process; requests are handled on a case-by-case basis.

Students are encouraged to register with ACCESS as soon as possible upon admission to the College to ensure timely provision of services. Students should also visit ACCESS at the beginning of each semester to obtain up-to-date

Undergraduate Admissions

Admission Requirements

Degree-Seeking Students (Matriculating)

Mercy College provides educational opportunities for applicants who demonstrate motivation, desire and the potential to benefit from, and contribute to, its programs of study. Qualified applicants are admitted without regard to race, religion, national or ethnic origin, gender, sexual orientation, marital status, age or physical disability.

First-Time Freshman

First-time student candidates for admission must submit the following to the Office of Admissions:

1. A completed Application for Admission, accompanied by a non-refundable application fee of \$40. Mercy College accepts applications online and in paper format. Online Applications are available through the Common Application or from Mercy College's website at www.mercy.edu/applyonline.
2. An official, final high school transcript (mailed by the high school directly to the College), which includes all secondary school grades, class rank and date of graduation. Students whose transcripts are unavailable should consult with an admissions counselor. Or, the applicant can provide a High School Equivalency Diploma, if applicable, with corresponding score sheet.

Matriculating Transfer Students

Transfer candidates must submit the following to the Office of Admissions:

1. A completed Application for Admission, accompanied by a non-refundable application fee of \$40. Mercy College accepts applications online and in paper format. Online Applications are available through the Common Application or from Mercy College's website at www.mercy.edu/applyonline.
2. Official, final transcript(s) from each college or university previously attended and official translation if necessary; and
3. An official, final high school transcript (mailed by the high school directly to the College), which includes date of graduation. Students whose transcripts are unavailable should consult with an admissions counselor. Or, the applicant can provide a High School Equivalency Diploma, if applicable, with corresponding score sheet.

Major Concentrations with Supplemental Admissions Requirements

The following major concentrations at Mercy College require supplemental admissions items: Computer Arts and Design, Music Industry & Technology, Occupational Therapy Assistant, Social Work, and Veterinary Technology Program with Specialization in Pre-Veterinary Medicine. For further information, refer to the relevant program page in this Catalog, the College's website, or contact the Office of Admissions.

Campus Visits and Information Sessions

Prospective applicants are encouraged to visit the College and to schedule an appointment with an admissions counselor to discuss academic and career goals, admission requirements, financial aid availability, and registration procedures. Appointments may be made with an admissions counselor at any of Mercy College's campuses. Applicants can also visit our website at www.mercy.edu.

SPECIAL CATEGORIES OF ADMISSIONS

Accelerated Students

Accelerated students who have completed the requirements for a high school diploma after three years of high school may matriculate at Mercy College. Such students should apply for admission during their junior year in high school. Exceptional students may matriculate and study full-time under supervision at Mercy College without completing formal work for the high school diploma. Such students are accepted by Mercy College in accordance with the Early Admission Guidelines set forth by the New York State Education Department.

Advanced Placement

Students who have taken college-level courses in high school and who have received satisfactory scores on the College Board Advanced Placement Examinations are exempt from taking corresponding courses at Mercy College and are eligible for advanced standing. Students may also obtain advanced placement by achieving satisfactory scores on tests administered by the College Level Examination Program and the Regents College Exam. Credits earned in this way may be used to satisfy general requirements. Credit may also be awarded for Life Achievement following submission and evaluation of a portfolio. For more information, please refer to the Life Achievement section of this Catalog.

Advanced Study

High school seniors (or those about to enter their senior year) who wish to register for a course as a non-matriculate student may do so provided they meet certain requirements. This is an enrichment program — not for students who need to make up credits because they have failed high school classes. High school students are not eligible to take remedial courses under this program.

High school students must take the English Placement Test and score at the 110 level. If they are taking courses that require it, they must also take the Mathematics Placement Test. The placement tests can be waived under special circumstances.

High school students must submit a letter of permission from an appropriate high school official (varies upon school — guidance counselor, principal, assistant principal etc.)

High school students may register on a space available basis on the first day of the term at a reduced tuition rate.

High school students should complete the College's registration process. Please contact the Office of Admissions for more information at 877-MERCY-GO.

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Transcript Fee (official)	Free
Transcript Fee (student copy)	\$ 5
Certificate Fee (for completion of Certificate Program)	\$ 16
College Level Exam Program (exam fee)	\$ 65
College Level Exam Program (money order required)	\$ 15
<i>(Both payments are required)</i>	
Life Achievement Portfolio Submission Fee, per each additional three credits awarded via the portfolio	\$ 40
Late Payment Fee, per assessment	\$ 100
Late Registration Fee	\$ 100
Reinstatement of a Cancelled Registration Fee	\$ 100

Note: Certain courses offered may require additional costs. Course with additional costs are noted in the course-listing portion of this catalog.

College-Related Costs

Students are advised that they should anticipate certain expenses over and above tuition expenses. While Mercy College cannot guarantee that each student will incur the same expenses, or that these expenses will remain constant throughout the student's years at Mercy College, the following may assist the student in making financial plans.

2015–2016	Full-time 12–18 credits
Tuition and Fees	\$18,392 per year
Books	\$1,524
Transportation	\$1,524
Maintenance at Home*	\$5,568
Personal Expenses	\$1,824
Total	\$28,832 per year

*The "maintenance at home" figure is used for students living at home. Room and board charges for resident students are available from the Office of Student Residence Life.

Additional fees may be required for clinical/laboratory courses. Students in the **Occupational Therapy Assistant Program, Clinical Laboratory Science Program, Exercise Science Program, and Generic Nursing Program** may have additional expenses related to clinical/internship experiences. Clinical sites require students to have their immunization titer values taken (can cost as much as \$300) and to have an annual physical examination to participate in the clinical education component of the programs. Professional malpractice insurance (approximately \$40/year) is required, and an annual CPR certification course may be required. Some settings in which students complete clinical/internship experiences may require the students to complete criminal background checks through the state bureau of investigation, fingerprinting (approximately \$100), central registry check for child abuse charges, and/or drug and alcohol screenings. The expenses incurred for this background checks are the student's responsibility.

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A student whose appeal has been denied or who has lost eligibility by not meeting the standard without appeal may regain eligibility by leaving the institution for at least one year. Upon readmittance, the student will receive assistance for the terms in the academic year of readmittance and will be subject to SAP evaluation of eligibility at the end of that year.

Students who choose to remain enrolled at Mercy College without the receipt of Title IV Federal Student Assistance may request a review of their academic records after any term in which they are enrolled without such benefits to determine whether the appropriate standards for the degree programs in which the students are enrolled have been met. If the standards are met, eligibility is regained for subsequent terms in the academic year.

Students who choose to remain enrolled at Mercy College without the receipt of Title IV Federal Student Assistance or institutional aid are responsible for all debts owed to the College, including any fees or tuition that may have been incurred during the review process.

Census and Aid Disbursement Requirements

The College faculty is required to complete a census of their respective classes by the end of the add/drop period of each session within a given term. The census information is utilized to confirm that a student has attended his/her registered courses. This information is then utilized during the Financial Aid Packaging Reconciliation Process to confirm financial aid eligibility. Financial Aid eligibility may be adjusted upon the census information. Financial Aid funds will NOT post to respective student accounts until both the Census and Packaging Reconciliation Processes are completed (generally the fourth or fifth week of the term).

Withdrawal and Federal Return of Financial Aid Policies (as mandated by DOE)

Mercy College is required to prorate financial aid funding to students that withdraw from the College. This process is required for students who withdraw officially (either in person via the Office of Enrollment Services or on-line via MercyConnect) or unofficially (by ceasing to attend).

Students who officially withdraw prior to attending 60 percent of the term are subject to the prorated calculation. The percentage of aid retained will be applied to all institutional charges. The Return of Funds calculation may result in a balance owed to the College by the student. This balance is the full responsibility of the student.

Students who are determined to have unofficially withdrawn from the College during the end of term grading processes will have the Return of Funds calculated as of the midpoint of the term as outlined by the DOE. This Return of Funds calculation may result in a balance owed to the College by the student. This balance is the full responsibility of the student.

Federal Pell Grant

Eligibility for the Federal Grant Program is determined by the FAFSA application and current enrollment status in a degree-granting program. The value of the Federal Pell Grant is \$598 to \$5,815 for the 2016–2017 Academic Year. A student must be registered for a minimum of three credits and making SAP.

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dropping out of school due to financial struggles. Funds may cover transportation, childcare and other expenses. A faculty or staff member of Mercy College must refer students to the Scholarship Office. The president of Mercy College makes the final selection.

CAMPUS EMPLOYMENT

Through the on-campus employment program, full-time students, who are not eligible to participate in the Federal Work Study Program, may be eligible to work on-campus through departmentally sponsored positions. Students work 12–20 hours per week at the prevailing rate of pay. Students who are interested should contact the Work Study Program coordinator at 914-674-3084.

TUITION REIMBURSEMENT PLANS

Many employers offer tuition reimbursement plans. Contact your employer regarding available assistance.

Saul Fisher

Visiting Associate Professor, Philosophy
A.B., Columbia University
M.A., Rice University
Ph.D., CUNY Graduate Center

Josh Gaetjen

Associate Professor, Music Industry and Technology
B.A., Hampshire College
M.F.A., Boston University

Miriam Gogol

Professor, English Literature
B.A., The City College of New York (CUNY)
M.A., M.Phil., Ph.D., Columbia University

Louis J. Grasso

Associate Professor, Media Studies
B.F.A., M.A., M.F.A., New York Institute of Technology

Isabel Grayson

Assistant Professor, English Literature
B.A., New York University
M.F.A., The City College of New York (CUNY)
Ph.D., CUNY Graduate Center

Alan Hartman

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914-674-7777

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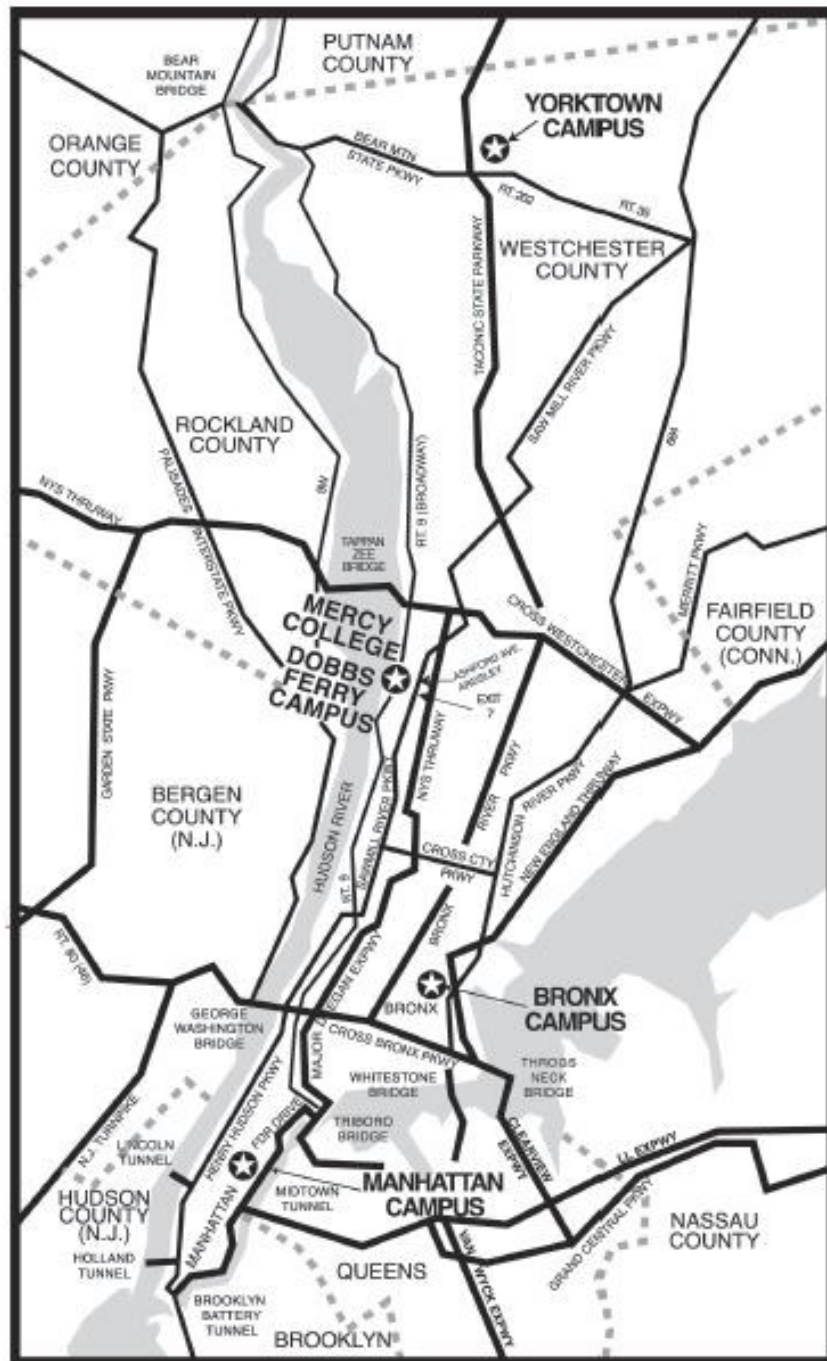
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Maps and Directions



Accreditations, Memberships, and Affiliations

Mercy College is fully accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104-2680, 267-284-5000. Documentation describing the institution's accredited status is kept on file in the President's Office. Anyone wishing to review this documentation may request to do so.

The College is authorized by the Board of Regents of the University of the State of New York to award associate's degrees, bachelor's degrees, and master's degrees as described in the College's current undergraduate and graduate catalogs. Mercy College's programs are registered by the New York State Education Department, 89 Washington Ave, Albany, New York 12234, 518-474-3852

The Legal Studies major with a specialization in Paralegal Studies has been approved by the Standing Committee on Paralegals of the American Bar Association. For additional information, please contact: American Bar Association, 321 N. Clark St., Chicago, IL 60654, 800-285-2221.

The Nursing Major is accredited by the Commission on Collegiate Nursing Education. For additional information, please contact: American Association of Colleges of Nursing, 1 Dupont Circle, NW, Suite 530, Washington, DC 20036, 202-463-6930. The Baccalaureate Nursing Major is also accredited by the New York State Board of Regents.

The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA). Contact information: ACOTE, c/o Accreditation Department, American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449, 301-652-2682, website www.acoteonline.org.

The Social Work Program is accredited by the Council on Social Work Education. For additional information, please contact: Council on Social Work Education, 1701 Duke Street, Suite 200, Alexandria, VA 22314, 703-519-8080.

The Veterinary Technology program is accredited by the American Veterinary Medical Association (AVMA) Committee on Veterinary Technician Education and Activities (CVTEA). For additional information, please contact: Headquarters, 1931 North Meacham Road, Suite 100, Schaumburg, IL 60173, 800-248-2862.

ACCREDITATIONS

Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association, Inc. (AOTA)

Accreditation Review Commission on Education for the Physician Assistant (ARC-PA)

Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association (APTA)

Commission on Accreditation (COA) of the Council on Social Work Education (CSWE)

Commission on Collegiate Nursing Education (CCNE) of the American Association of Colleges of Nursing (AACN)

Committee on Veterinary Technician Education and Activities (CVTEA) of the American Veterinary Medical Association (AVMA)

Council for the Accreditation of Educator Preparation (CAEP)

Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American

Consumer Complaints

Consumer Complaints

Mercy College, as an institution authorized to provide postsecondary education in the State of New York, is committed to full compliance with New York State and federal laws requiring that an institution make available to a student or prospective student contact information for filing complaints with its accreditor and with its state approval or licensing entity and any other relevant State official or agency that would appropriately handle a student's complaint. As such, the College provides the following information to all current and/or prospective students:

Complaint Process

The first course of action for a student with a complaint concerning the College must be to attempt to resolve the complaint directly with the appropriate member of the College's administration. Mercy College seeks to resolve all student concerns in a timely and effective manner. To that end, this complaint process serves as an ongoing means for students to discuss concerns or register formal complaints that pertain to alleged violations of State consumer protection laws that include but are not limited to: fraud and false advertising; alleged violations of State laws or rules relating to the licensure of postsecondary institutions; and complaints relating to the quality of education or other State or accreditation requirements.

The Student Handbook, found on the Mercy College website, www.mercy.edu, outlines the specific administrative means to address and resolve most, if not all, of the questions and concerns students may have through the complaint process. It is expected that students will fully utilize any/all of Mercy College's administrative procedures to address concerns and/or complaints in as timely a manner as possible. If, however, a student believes that these administrative procedures have not adequately addressed his/her concerns, the following independent procedures are available:

A complaint that concerns educational programs or practices of Mercy College should be directed to:

New York Office of College and University Evaluation
New York State Education Department
5 North Mezzanine Albany, NY 12234
<http://highered.nysed.gov/ocue/spr/COMPLAINTFORMINFO.html>

Complaints concerning programs in fields leading to professional licensure (e.g., nursing) should be directed to:

Office of the Professions
Professional Education Program Review
Education Building, 2 West
Albany, NY 12234

Complaints of consumer fraud on the part of Mercy should be directed to:

Office of the New York State Attorney General
Justice Building
Empire State Plaza
Albany, New York 12223
<https://www1.consumer.state.ny.us/cpb/CauComplaintForm.html>

Complaints about state student financial aid matters should be directed to the Higher Education Services Corpora-

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