

Undergraduate Academic Catalog 2006-2007

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This catalog is for informational purposes only and is subject to change without notice. The provisions of this catalog do not constitute a contract, express or implied, between any applicant, student or faculty member and Medaille College. The College reserves the right to withdraw courses or programs at any time, to change fees or tuition, calendar, curriculum, faculty assignments, degree requirements, graduation procedures, and any other requirements affecting students. Changes will become effective whenever determined by the College and will apply to both prospective students and those already enrolled. Courses are not necessarily offered each semester or each year. Students should always consult with their college advisors to confirm all information. The College retains the exclusive right to judge academic proficiency and may decline to award any degree, certificate, or other evidence of successful completion of a program, curriculum, or course of instruction based thereupon. While some academic programs described in this catalog are designed for the purposes of qualifying students for registration, certification, or licensure in a profession, successful completion of any such program in no way assures registration, certification, or licensure by an agency other than Medaille College.

Medaille at a Glance

Medaille College is a private, independent, coeducational institution committed to serving the educational needs of the region's diverse population.

Location: Our attractive 13-acre campus is located in the heart of Buffalo at Agassiz Circle (Parkside Ave. & Route 198) adjacent to Delaware Park. We are also within walking distance from the Main-Humboldt NFTA transit line. Medaille also has branch campuses in Amherst and Rochester. Contact us at: Medaille College, Agassiz Circle, Buffalo, New York 14214; (716) 880-2000; FAX (716) 880-0291; or www.medaille.edu.

Purpose: Medaille College serves the multiple educational needs of a diverse student population by offering a range of quality baccalaureate and associate degree programs that are career-oriented but rooted strongly in a traditional liberal arts foundation that emphasizes life-long learning skills such as critical and creative thinking and oral, written, and visual communication.

Unique Strengths

- Internships – Medaille has one of the most comprehensive internship experience programs in Western New York.
- Personal Atmosphere – At Medaille, students are treated as respected individuals. Each student's individual qualities are discovered and developed through working with faculty, staff, and fellow classmates.
- Average Class Size – 15 students (small classes and supportive atmosphere)
- Undergraduate (non-ALP) student to faculty ratio – 15:1
- Tuition – Medaille continues to offer one of the most affordable educations of any private college in the area. Call Admissions for details – (716) 880-2200 or toll-free 1-800-292-1582.

Certificate Program

Interactive Multimedia.

Undergraduate Degree Programs

Biology, Business Administration, Computer Information Systems*, Criminal Justice, Education (childhood, middle childhood, and adolescent**), English, Health and Human Services*, Liberal Studies, Literature, Media/Communications, Psychology, Sport Management, Veterinary Technology, and Visual and Digital Arts

*Currently on hiatus and not enrolling new students.

The adolescent baccalaureate-degree programs leading to certification at the secondary level are **pending approval by the New York State Education Department.

General Information

Accreditation

Medaille College is chartered by the Board of Regents of The University of the State of New York. It is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market Street, Philadelphia, PA 19104, (215) 662-5606. The Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and The Council for Higher Education Accreditation. The College's degree programs are registered by the New York State Education Department, Office of Higher Education, Cultural Education Center, Room 5B28, Albany, NY 12230, (518) 474-5851. Medaille College, through its Business Department, has the following degree programs accredited by the International Assembly for Collegiate Business Education (IACBE): the Master of Business Administration Degree; the Bachelor of Business Administration Degree; the Bachelor of Science Degree in Business Administration, in Financial Services, and in Sports Management; and the Associate in Science Degree in Business. Medaille College's Associate in Science Degree in Veterinary Technology is accredited by the American Veterinary Medical Association (AVMA). The College's memberships include the Commission on Independent Colleges and Universities, the Association of Governing Boards of Universities and Colleges, and The Council of Independent Colleges.

Medaille College is an affirmative action/equal opportunity employer. Further, it admits students of any race, color, national and ethnic origin, and age to all rights, privileges, programs, and activities generally accorded its students. In conformance with Title IX, 1972 Education Amendments, it does not discriminate on the basis of sex, race, color, handicap, national and ethnic origin or age in the administration of its educational policies, admissions policies, scholarship and local programs, and athletic and other institutionally administered programs.

Academic Calendar: 2006-2007

Day Classes

Fall 2006

September 5- December 14

September 5 Classes Begin
September 12 Last Day to Drop or Add Courses
October 9 Columbus Day Observed (Holiday)
November 3 Last Day to Register for a Pass/Fail Grade
November 3 Last Day to Withdraw
November 22, 23 & 24 Thanksgiving Holiday
Commences at 10:20 p.m., 11/21
December 11 Last Day of Classes
December 12, 13, 14 Final Examinations
December 18 Grades Due on BANNER

Spring 2007

January 16 - May 3

January 16 Classes Begin
January 23 Last Day to Drop or Add Courses
February 19 President's Day (Holiday)
March 12 Spring Recess
Commences at 5:00 p.m., 3/9
March 19 Classes Resume
March 21 Last Day to Register for a Pass/Fail Grade
March 21 Last Day to Withdraw
April 5, 6 & 9 Easter Holiday
April 30 Last Day of Classes
May 1, 2, 3 Final Examinations
May 7 Grades Due on BANNER by 4:00 p.m.
May 18 Commencement

Evening Classes

FALL 2006

August 26-December 16

Sat. August 26 First Class Session Tuesday Class I 8:00a.m.-12:45p.m.

First Class Session Thursday Class I 1:00p.m.-5:45p.m.

Mon., August 28 6:00p.m. Drop/Add Deadline for Session I

Tues., September 19 Last Evening to register for a Pass/Fail Grade for Tuesday Class Session I
Last Evening to Withdraw from a Tuesday Class Session I

Thurs., September 21 Last Evening to register for a Pass/Fail Grade for Thursday Class Session I
Last Evening to Withdraw from a Thursday Class Session I

Sat., October 14 Assessment/Competency for Tuesday Class I 8:00a.m.-12:45p.m.

Assessment/Competency for Thursday Class 1:00p.m.-5:45p.m.

Wed., October 18 Grades for Session I due on BANNER

Sat., October 21 First Class Session Tuesday, Class II 8:00a.m.-12:45p.m.

First Class Session Thursday, Class II 1:00p.m.-5:45p.m.

Mon., October 23 6:00p.m. Drop/Add Deadline for Session II

Tues., November 14 Last Evening to register for a Pass/Fail Grade for Tuesday Class Session II
Last Evening to Withdraw from a Tuesday Class Session II

Thurs., November 16 Last Evening to register for a Pass/Fail Grade for Thursday Class Session II
Last Evening to Withdraw from a Thursday Class Session II
Tues., /Thurs., November 21/23 Thanksgiving Holiday

Sat., December 16 Assessment/Competency for Tuesday Class II 8:00a.m.-12:45p.m,
Assessment/Competency for Thursday Class II 1:00p.m.- 5:45p.m.
Wed., December 20 Grades for Session II Due on BANNER

**ACADEMIC CALENDAR FOR 1 EVENING PER WEEK CLASSES
(FULL SEMESTER CLASSES)**

FALL 2006

SEPTEMBER 6-DECEMBER 11

September 6 Wednesday Evening Classes Begin

September 11 Monday Evening Classes Begin

September 12 Drop/Add Deadline for Monday and Wednesday Evening Classes

October 9 Columbus Day Observed (Holiday)

November 3 Last Evening to Register for a Pass/Fail Grade
Last Evening to Withdraw from an Evening Class

November 22- Thanksgiving Holiday (Commences at 10:00 11/21)
November 24

December 11 Last Evening of Classes

December 15 Grades for Evening Session due on BANNER

Seven week modules

Academic Calendar for Evening Classes

Spring 2007

January 13 - May 12

Sat., January 13 First Class Session Tuesday, Class I 8:00a.m.-12:45p.m.
First Class Session Thursday, Class I 1:00p.m.-5:45p.m.

Tues., January 16 6:00p.m. Drop/Add deadline for Session I

Tues., February 13 Last Evening to register for a Pass/Fail Grade for Tuesday
Class Session I
Last Evening to Withdraw for a Tuesday Class Session I

Thurs., February 15 Last Evening to register for a Pass/Fail Grade for Thursday Class Session I
Last Evening to Withdraw for a Thursday Class Session I

Sat., March 3 Assessment/Competency for Tuesday Class Session I 8:00a.m.- 12:45p.m.
Assessment/Competency for Thursday Class Session I 12:45p.m.-5:45p.m.

Grades for Session I due on BANNER

Sat., March 10- Fri., March 16 Spring Break

Sat., March 17 First Class Session Tuesday Class II 8:00a.m.-12:45p.m.
First Class Session Thursday Class II 1:00p.m.-5:45p.m.

Mon., March 19, 6:00p.m. Drop/Add Deadline for Session II

Tues., April 3 & Thurs., April 5 Easter Holiday

Tues., April 24 Last Evening to register for a Pass/Fail Grade for Tuesday Class Session II
Last Evening to Withdraw from a Tuesday Class Session II

Thurs., April 26 Last Evening to register for a Pass/Fail Grade for Thursday Class Session II
Last Evening to Withdraw from a Thursday Class Session II

Sat., May 12 Assessment/Competency for Tuesday Class II 8:00-a.m.- 12:45p.m.
Assessment/Competency for Thursday Class II 1:00p.m.-5:45p.m.

Wed., May 16 Grades for Session II due on BANNER

ACADEMIC CALENDAR FOR 1 EVENING PER WEEK CLASSES (FULL SEMESTER CLASSES)

SPRING 2007 JANUARY 17-MAY 7

Classes meet one evening per week
(6:00 p.m.-9:00 p.m.) Monday or Wednesday

January 17 Wednesday Classes Begin

January 22 Monday Evening Classes Begin

January 24 Drop/add deadline for Monday/Wednesday Classes

February 19 President's Day Holiday

March 8 Last Evening to Register for a Pass/Fail grade
Last Evening to Withdraw from an Evening Class

March 10-March 18 Spring Recess

April 9 Easter Holiday

May 7 Last Evening of Classes

May 11 Grades for Evening Classes due on BANNER

Medaille's History

Medaille College is a dynamic private, four-year college committed to serving the higher education needs of Western and Central New York, and Southern Ontario. The College is located within the historic Olmsted Crescent in the heart of Buffalo, New York, with branch campuses in Amherst and Rochester. The Institution is known for its flexible delivery systems, offering master's, bachelor's, and associate degrees through both day and evening programs.

Medaille College traces its roots to 1875, when it was founded by the Sisters of St. Joseph as an Institute to prepare teachers. In 1937, the Institute received an absolute charter from New York State and was named Mount St. Joseph Teachers College and was chartered to grant baccalaureate degrees in Education. In 1968, the Sisters of St. Joseph, led by Alice Huber, SSJ, Ph.D., initiated a change in the charter, which would create a new college, accessible to all men and women. The State granted this charter and Medaille College was born.

In the 1970s, Medaille experienced rapid expansion. Since that time, student enrollment has grown tremendously and the Downey Science Building was completed in 1985. In 1991, the College implemented a resident student program, attracting students throughout New York State and Southern Ontario. In 1994, Medaille's Kevin I. Sullivan Campus Center opened, offering students a perfect setting for athletic, dining, and recreational activities. The Sullivan Campus Center, with its Trbovich Alumni Tower, serves as home to the College's National Collegiate Athletic Association Division III sports program. In the fall of 2001, Medaille opened its first on-campus Residence Hall, offering on-campus living for more than 140 students.

Since 1995, Medaille has evolved into an even more diverse and vibrant institution. The enrollment has increased more than 170% over the past nine years. With the advent of two branch campuses, the implementation of graduate programs, and a number of new undergraduate programs, the College has entered a new era. In the fall of 2003, Medaille reached another milestone... a total enrollment of 2,278 students. Even with increasing interest from students throughout New York, Pennsylvania, and Southern Ontario, you'll still find Medaille to be a place "where everybody knows your name."

The growth has continued since 2001 with Medaille's largest capital construction plan in its history. Over this short period of time, the College has invested \$27 million in physical plant enhancements. In 2003-04, the College opened a second on-campus residence hall, expanded the Sullivan Campus Center, renovated the Huber Hall Library, added technologically enhanced smart classrooms, remodeled an Agassiz Circle landmark as a new home for the Admissions Office, and installed a new main parking lot and quadrangle greenspace.

As one of the fastest growing colleges in the country, Medaille continues to serve as an exciting institution, providing outstanding educational programs for men and women.

Medaille Mission Statement

Medaille College concentrates on excellence in teaching, with an emphasis on personal attention to its diverse student body. Its curriculum provides a solid liberal arts and sciences foundation with early access to career-oriented education. The faculty and all of those involved in the mission of education challenge students and themselves to the highest possible standards of achievement, but that challenge is balanced by support for every individual student and a concern that each one succeeds.

The college is committed to providing its students with a quality, broad-based liberal education appropriate to personal development, professional success, and participation in the life of the community. This Mission commitment is reflected in the list of essential core competencies that follows:

- **Comprehensive Education:** fundamental rather than limited in application or purpose, embracing career skills, core values, and life goals.
- **Critical Thinking:** intellectual discernment and an active faculty of judgment.
- **Communication:** the ability to write effectively and speak articulately.
- **Citizenship:** awareness of democratic traditions and the responsibilities they entail.
- **Engagement:** involvement with the world, locally and globally; compassionate interaction with others, unselfish recognition of values larger than oneself.
- **Employability:** short-term through exposure to local opportunities, long-term through acquisition of adaptable skills and professional versatility.
- **Analytical skill:** foundations in math and logic.
- **Technological aptitude:** knowledge of the current, flexibility in preparation for the future.
- **Cultural literacy:** grounding in the traditions of human intellectual and artistic achievement.
- **Consciousness of diversity:** awareness and sensitivity of the richness of human possibility.
- **Humility:** appreciation and respect for fellow human beings and the natural environment.

Campus educators are dedicated to creating an effective educational environment in which students will successfully achieve these critical educational objectives.

Buffalo Campus

Medaille College's main campus is located in Buffalo, New York, on an attractive, tree-lined urban campus at the intersection of Route 198 (Scajaquada Expressway) and Parkside Avenue. The Campus is within the Olmsted Crescent, a historic area of parkways and landscape designed by Frederick Law Olmsted.

Adjacent to Delaware Park and the Buffalo Zoological Gardens, our main campus is easily accessible by car, bus or Metro Rail. The College is served by the Humboldt-Hospital NFTA rapid transit station, and a circulator shuttle runs frequently between auxiliary parking at the Zoo and campus. In addition, Medaille is close to the world famous Albright-Knox Art Gallery, the Buffalo and Erie County

Historical Society Building, the Buffalo Museum of Science, and the Buffalo and Erie County Library. Also, with Canada as Buffalo's neighbor, Niagara Falls and Toronto are within a 30 to 90 minute drive.

Amherst Campus

Our Amherst campus is located in the Centerpointe Corporate Park at 400 Essjay Road, which runs between Sheridan Drive and Evans Street. The campus is easily accessible by Main Street (Route 5) or Sheridan Drive.

Rochester Campus

Our Rochester campus is located in the Corporate Woods Office Park at 100 Corporate Woods, Suite 200. Corporate Woods can be entered from Crittenden Road, which accessible from the East Henrietta exit (exit 16) of the 390 Expressway.

Campus Facilities

Medaille College's main campus is located on 13 attractive acres in the geographical center of Buffalo. The main campus includes the facilities listed below. The College also maintains two branch campuses.

Main Building

Centrally located on campus, the Main Building houses the following offices: Academic Affairs, Business, Financial Aid, Registrar, and President. Also located in the Main Building are the Information Office, the College radio lab, TV studio, photography laboratory, classrooms, and department and faculty offices. Elevator service for the handicapped is available in this building. A lift provides accessibility from the exterior and skywalks allow access to Huber Hall and the Kevin I. Sullivan Campus Center. A new auditorium/lecture hall and a veterinary technology animal housing facility, containing a modern clinical laboratory, computer instructional lab and offices, are connected to the Main Building.

Downey Science Building

The Downey Science Building, opened in 1987, contains a chemistry lab, two biology labs, an animal technology lab, and faculty offices. It is connected to the Main Building by an atrium and to Huber Hall by a skywalk. The building is named in honor of Dr. Leo R. Downey, President of the College, 1978-1987.

Huber Hall

Huber Hall contains classrooms, faculty offices, the Academic Computing Center, the New Media Institute (multimedia lab) and the Medaille College Library. The Academic Computing Center consists of two electronic classrooms and an open lab containing contemporary PCs connected to the Internet via fiber-optic cabling and a T1 line. Current Microsoft Office software applications are available

along with a variety of multimedia and course specific applications. Library services, including the on-line catalog, 24/7 access to on-line research information, and over 3,000 full text online periodical titles, are accessible through the Library's web site.

Cooperative arrangements with various colleges and universities in the area and across the state provide access to a wide range of research materials. In addition, the Library contains approximately 55,000 print volumes and 350 print periodical titles. Individual study carrels, study tables, and an informal lounge area are available for the convenience of students. The building is named in honor of Dr. Alice Huber, SSJ, President of the College, 1968-1974.

Kevin I. Sullivan Campus Center

Medaille's Kevin I. Sullivan Campus Center, opened in 1994, is the primary facility for campus activities. The building features a gymnasium, running track, weight and exercise room, locker rooms, student affairs offices, lounges, the College Store, food service, and a multi-purpose room. The building is named in honor of Kevin I. Sullivan, President of the College, 1987-2001.

Residence Halls – North and South

A three-story Residence Hall (North), containing 140 student beds, a kitchen and lounge, computer lab, and laundry rooms, was built in 2001. This facility has a mix of both traditional dormitory and apartment style rooms. A second Residence Hall (South), a five-story structure built in 2003, accommodates over 250 resident students. Traditional dormitory rooms, a lounge, computer stations, and laundry rooms can be found in this facility.

Admissions Building

The Admissions Building serves as the offices for Medaille College Admissions. This architecturally distinctive building is on the west side of the driveway as one enters the campus.

73 Humboldt Parkway

Housed in this location, east of the driveway, is the Office of Institutional Advancement, which includes Public Relations and College Publications, Alumni Affairs, and Development.

Parking

Limited student parking is provided on campus where students may park in the lots at no charge provided they have appropriate parking tags for their vehicles. Parking tags are available in the Campus Public Safety Office located in the house at 2 Agassiz Circle. Vehicles without tags are subject to ticketing. Reserved parking for visitors and for physically handicapped individuals is also provided. Temporary stickers are available at the Information Office, just up the stairs of the center entrance in the Main Building. Medaille College is not responsible for theft or damage for any vehicle parked in its parking lots or to any personal property contained within. The College reserves the right to have unauthorized or improperly parked vehicles ticketed or towed at the expense of the owner.

Amherst Branch Campus

The Amherst Branch Campus of Medaille College offers the Accelerated Learning Programs and the Canadian Education Preparation Program. The Amherst Campus is located within the Centerpointe Corporate Park at 400 Essjay Road, Suite 100. Classrooms are equipped with audio-visual aids and are wired for Internet accessibility. A computer workstation and cohort mailboxes are found in the classroom wing. Administrative offices housed at this branch campus include Student, Financial Aid, and Academic Services, as well as Accounting and Program Representative Services. Ample parking is available.

Rochester Branch Campus

The Rochester Branch Campus of Medaille College offers the ACCELErated Learning Programs and is located in Brighton in the Corporate Woods Office Park at 100 Corporate Woods, Suite 200. Classrooms are equipped with audio-visual aids and are wired for Internet accessibility. Cohort mailboxes are located in the classroom wing. Administrative offices located at this campus include Student Services, Academic Services, and Program Representatives. Financial Aid and Accounting offices are located at the Amherst Branch Campus. Ample parking is available.

Applying for Admission

Admissions Policy

Medaille College accepts students from varied backgrounds whose academic and extracurricular records indicate they have the potential to succeed.

Consideration is given to academic preparation as expressed by courses taken test scores, life experience, and standardized test scores. However, admission to the College does not automatically entitle the student to admission into any particular program. In conformance with Title IX, 1972 Education Amendments, the College does not discriminate on the basis of sex, race, color, handicap, national and ethnic origin or age in the administration of its educational policies, admissions policies, scholarship and student aid, athletic, or other institutionally administered programs.

When to Apply

See the College's Academic Calendar in this catalog to find out when each semester or program cohort begins.

Apply to Medaille

1. Obtain an application.

Visit our admissions web site. Applications filed online are free. Paper applications may be requested by writing or telephoning the Admissions Office, Medaille College, Agassiz Circle, Buffalo, New York 14214; (716) 884-3281 or (800) 292-1582. Paper applications must be accompanied by a nonrefundable \$25 fee.

2. Submit transcripts.
 - a. If you are applying as a first-time college student, ask your high school to send your transcript to Medaille’s Admissions Office.
 - b. If you are applying as a transfer student, submit official transcripts from all colleges you have previously attended as well as your high school transcript.
3. Submit Standardized test scores.
 - a. If you are applying to Medaille directly from high school, you must submit SAT or ACT scores. Test scores are not required
4. GED
 - a. Medaille College also accepts the High School Equivalency Diploma (GED) for eligible students interested in returning to school.
5. Next Steps: Credential review.
 - a. Your application will be reviewed by Admissions once you have completed steps 1 through 3. Applications and all supportive credentials become the property of Medaille College and will not be returned to the applicant.
6. Notification/acceptance.
 - a. Medaille College follows a policy of “rolling admissions.” You will be notified of your admissions decision within two weeks of your having completed the application process. Acceptance is conditional until final semester/year grades have been submitted.
7. The tuition deposit.
 - a. To confirm your acceptance at Medaille College, you will be required to pay a \$100 tuition deposit. You should submit your deposit within one month of your acceptance, although you have until May 1 in compliance with the College Entrance Examination Board’s Candidates’ Reply Date Agreement. The deposit is non-refundable and will be credited to your first semester’s tuition. After acceptance, resident students will be required to pay an additional \$100 deposit in order to reserve on-campus housing.
8. Testing.
 - a. Upon acceptance, freshmen, and some transfer students, will be scheduled to take College placement tests in reading, writing, and mathematics. The scores will be used to place students in appropriate courses. All students should refer to their specific program sections in this catalog for possible additional testing requirements.
9. Proof of Immunization.
 - a. New York State law requires that any college student born after January 1957 must provide medical proof of immunization for measles, mumps, and rubella prior to enrollment. Contact the Student Affairs Office at (716) 880-2218 for further information.

Early Admissions for High School Students

1. Medaille offers an Early Admissions Program in order to provide increased educational opportunities for qualified high school students. The admissions policy for the program is based primarily on the New York State Education Department Early Admissions Guidelines. Two types of early admissions are available:
 - a. non-matriculated, in which the student retains his/ her high school status; and
 - b. matriculated, in which the student studies full-time under supervision at the college level before completing formal course work for the high school diploma.
2. Your guidance counselor or a Medaille admissions counselor can give you further information on Early Admissions.

Advanced Placement

High school students may earn Medaille College credit by taking college-level courses in their high schools. This program is sponsored by the College Entrance Board. Your guidance counselor can help you learn how to obtain Advanced Placement.

Student Success Program

The Student Success Program provides an opportunity for students whose high school performance is not reflective of their ability but who have been identified as having potential for successful achievement. The Student Success Program is a combination of a curriculum tailored to meet the academic needs of students in the program and a variety of mandatory supplemental support services to assist students with the transition to the college experience. All courses are credit-bearing. The program features small classes, careful monitoring of each student's progress, and intensive interaction among faculty, counselors, tutors, and students.

College Scholars Program

The Medaille College Scholars Program is an innovative honors program in which students with strong academic credentials and high school records of active extracurricular participation can develop the skills needed to engage challenging issues. The Program combines honors-level General Education Core courses with a suite of mentoring opportunities that aim to encourage vigorous intellectual inquiry, effective leadership ability, and solid social and moral commitment.

Students participating in the Program register for special honors sections of nine interdisciplinary liberal arts and sciences courses that link together to reinforce fundamental skills and concepts. Mentoring opportunities include a variety of co-curricular activities that bring honors faculty, administrators, staff, and students together outside of the classroom; among these events is a unique leadership development component incorporating seminars, conferences, and service.

Benefits to students participating in the Program include:

- Special honors scholarship awards;
- A challenging and richly integrated honors curriculum in which courses are carefully designed to interconnect, reinforcing important critical thinking tools, communication skills, and scholarly ideas;
- Unique opportunities for mentoring from honors faculty, administrators, and staff, including leadership development activities and special honors receptions, presentations, and other events;
- Flexible advisement and registration procedures to ensure enrollment in honors courses on schedule and in sequence;
- Official recognition at commencement.

Furthermore, because the College Scholars Program is built around honors-level sections of Medaille's General Education Core courses, talented and committed full-time day students pursuing any of the College's baccalaureate degree programs are eligible to participate.

Articulation Agreements

Medaille College works with the region's two-year colleges, BOCES programs, and high schools to facilitate student transfer of college-level credit and to welcome transfer students to our academic community.

The College is presently in the process of updating formal transfer articulation agreements with the area's two-year institutions in order to enhance the transfer process for students seeking to complete a quality baccalaureate-degree program. Please contact the Registrar's Office when inquiring about the transfer of earned credits.

You may access the most current information about Medaille College's dual enrollment 2+2 articulation agreements at www.medaille.edu/academics/transfers.

Transfer Credits

Medaille's transfer policy permits acceptance of credit earned at other regionally accredited colleges and institutions of higher learning. The acceptance of credit for a core course which is over 20 years old will be determined by the department chairperson in consultation with appropriate department faculty. Students who wish to have credits earned at other institutions applied toward fulfillment of their course of study at Medaille should check with the Admissions Office for an evaluation of these credentials.

A maximum of 90 credit hours may be transferred toward a baccalaureate degree from other regionally accredited institutions; however, no more than 72 hours may be transferred from two-year colleges. A maximum of 45 credit hours toward an associate degree may be accepted in transfer from other regionally accredited institutions. Only those credits are accepted that relate to the degree program they will enter.

Transfer Students Holding an Associate's Degree

Medaille College will ordinarily grant full credit (a minimum of 60 credits) for completed coursework to transfer students from two-year colleges who have successfully earned an A.A. or A.S. degree. As necessary and appropriate, the college will grant credit for transfers courses with C- or D grades and will count these courses toward the completion of matriculation requirements. In certain instances, college policy regarding an acceptable passing grade in a required and/or prerequisite course may necessitate that a student repeat a course in order to meet the minimum standard required of all Medaille students.

Transfer Students Without a Degree

In the area of a student's major program of study only grades of "C" or better are transferable. Medaille may accept in transfer up to 12 credit hours of "D" grades as liberal arts electives or free electives provided that the overall transfer average is at least 2.0.

Only credit is transferable; grades, quality points, and cumulative averages do not transfer.

International Students

International students must meet the standard admission criteria of Medaille College. In addition, they must present evidence that they have command of the English language. A minimum score of 550 (paper-based exam) or 213 (computer-based exam) is required on the Test of English as a Foreign Language (TOEFL). Certified transcripts of secondary and college work must be submitted. When not in English, the transcript should include certified translations.

Since federal and/or state financial aid is not available to international students, they are required to present certified evidence of sufficient funding to cover their educational expenses.

Students With Disabilities

In compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Medaille College does not discriminate on the basis of disability.

Medaille College endeavors to assist students on an individual basis with any expressed concerns. The Office of Disability Services was created to assist students with disabilities in all aspects of college life. Based on the sub-mission of appropriate documentation, College personnel do as much as is reasonable to ensure that individuals with disabilities achieve independence and fully participate in the educational process in a comprehensively accessible environment.

Students requesting services and/or accommodations must contact the Office of Disability Services directly.

Matriculation

When you are accepted by the College as a candidate for a degree or certificate in a specific program, you are considered to be matriculated. However, you may take up to 15 credit hours at Medaille without being a candidate for a degree or certificate; in this case you are considered non-matriculated. Financial Aid is not available to non-matriculating students. If you wish non-matriculated status, it is not necessary to submit transcripts. However, you need to apply and register for your course(s) through the Admissions Office. After acquiring 15 credit hours, you must officially apply to the College for matriculation in a specific program.

Part-time/Full-time Status

Students who carry fewer than twelve credit hours during any given semester are classified as part-time students. Full-time students carry at least twelve credit hours per semester.

Accelerated Learning Programs (ALP) in Amherst and Rochester

Application to the Accelerated Learning Programs is a separate process. For complete details on these programs, including admission procedures, degree requirements, course descriptions, and financial

information, contact the Amherst office at (716) 631-1061 or toll-free 1-888-252-2235 or the Rochester office at (585) 272-0030 or toll-free 1-866-212-2235.

Choosing Your Major Program of Study

In making a choice of a major program of study, you will want to consider your interests, abilities, and any previous work experience. It is also very important for you to read this catalog's description of each program and its required courses. In making your decision, you can discuss this information with an advisor at Medaille and other helpful people in your own life. Below is a list of Medaille College's undergraduate programs of study offered on the main campus.

Degree Programs at Medaille

Associate Degrees in:

- Liberal Studies
- Veterinary Technology

Bachelor's Degrees in:

- Accounting*
- Biology
- Business Administration
- Criminal Justice
- Education: Childhood (1-6)
Concentrations in English, Science (Biology), Social Sciences
- Education: Middle Childhood (5-9)
Concentrations in English, Science (Biology), Social Sciences
- Education: Adolescent 7-12*
*Concentrations in Biology, English, Mathematics, and Social Studies**
- English
- Liberal Studies
- Media/Communications
- Psychology
- Sport Management
- Veterinary Technology
- Visual and Digital Arts

*Pending New York State Education Department Approval.

Certificate Program at Medaille

- Interactive Multimedia

Academic Minors

The following academic minors are available to baccalaureate degree students:

- Media/Communications
- Pre-Law
- Psychology
- Writing

Concentrations

Concentrations are an option available in certain baccalaureate degree programs. Each concentration consists of 12-13 credits of course work. A concentration must be declared by the completion of 60 credit hours. Students wishing to declare concentrations must do so no later than the beginning of their junior year (completion of 60 credit hours). Students transferring in more than 60 credit hours must declare their concentrations by the end of the first semester at Medaille. Students can take a maximum of one concentration and/or two minors.

Undeclared Program

As a freshman, you might not be sure which program of study matches your interests and abilities. Instead of declaring a major program immediately, you may remain “undeclared” for several semesters. This will give you the opportunity to explore courses in various majors and take advantage of interest inventories and other help available from a career counselor. You may declare a major program of study anytime; however, you must declare it before you complete 48 credit hours.

Matriculation toward the Associate Degree and the Baccalaureate Degree

Students may matriculate for either an associate or baccalaureate degree.

Those who initially matriculate for an associate degree and successfully complete the requirements are entitled to apply for one of the baccalaureate programs.

Those who initially matriculate for a baccalaureate degree may apply for an associate degree by completing a Change of Status Form. This must be done prior to the student completing 45 credit hours and, if applicable, the student may be required to meet the pertinent cumulative grade point average. The student's advisor must sign the Change of Status Form, enter on it the number of credits earned by the student as well as the student's GPA. The signature of the new department chairperson also is required.

General Academic Information

Day Classes

Operating on a fall and spring semester, main campus day classes normally run M-F from 8:00 a.m. and 6:00 p.m. However, on occasion day students may be required to take a day program course

offered in the evening after 6:00 p.m. Typically day classes are scheduled either on a Monday, Wednesday, and Friday or a Tuesday and Thursday basis.

Most students take five courses and 15-16 credits per semester. Those who wish to be full-time students must register for a minimum of 12 credits a semester. Students are limited to 18 credits per semester unless granted a waiver by the undergraduate academic dean.

Weekend Classes

In an effort to provide our students with maximum flexibility, the College may occasionally offers day program courses on Saturdays..

Accelerated Learning Program (ALP) in Amherst and Rochester

Please refer to the School of Adult and Graduate Education (SAGE) catalog for details about Medaille's Accelerated Learning Program for working adults at the undergraduate and graduate levels.

Unit of Academic Credit

Generally, one credit represents the equivalent of one hour of lecture or recitation or at least two hours of laboratory work each week and at least 30 hours of supplementary assignments for one semester term or its equivalent.

Student Classification

A full-time undergraduate student is one who carries a minimum of 12 credit hours per semester. A part-time student is one carrying fewer than 12 credit hours per semester.

A matriculated student is one following a prescribed program of study. A non-degree or non-matriculated student is one taking classes but not applying for a degree or certificate. A student **must** matriculate after completing 15 credit hours.

Class Load

The normal class load of a full-time undergraduate student each semester is 12-18 hours. A student must meet the criteria listed below to carry more than 18 hours during one semester or more than 9 hours during one module. A student is not allowed to carry more than 21 credits in any one semester. All students will be charged additional tuition for those semester hours over 18 during one semester.

The overload policy is as follows:

Freshmen – no overload permitted.

Sophomores – no overload permitted.

Juniors and Seniors – must have GPA of 3.0 or higher.

Before a student is permitted to register online for an overload, the student's academic advisor must

first certify in writing to the Registrar's Office and the undergraduate academic dean that he/she meets the following overload: (1) junior or senior standing and (2) GPA of 3.0 or higher.

Class Standing

Class standing is determined by the number of semester hours a student has completed in his/her program of study. For sophomore standing, a student must have a minimum of 30 semester hours of accumulated credits; for junior standing, a minimum of 60 hours; for senior standing, a minimum of 90 hours.

The student should consult the Registrar concerning any questions pertaining to class standing.

Pre-Graduation Review

A pre-graduation review listing outstanding requirements, a Program Requirement Form, and a Diploma Information Form will be mailed to all potential graduates in August preceding the May commencement. These forms are sent to all baccalaureate degree candidates and associate degree candidates who apply for the upcoming graduation. A potential graduate who does not receive this material by September 15 should notify the Office of the Registrar immediately.

General Requirements for College Degrees

Graduation from the College with the award of the appropriate degree will be granted **only** upon fulfillment of the following general requirements:

1. The student must complete all prescribed courses in a specific program and sufficient elective credits to make up the minimum total required credit hours with a cumulative grade point average of at least 2.0. A minimum 2.0 grade point average is also required of students in their major (core and elective courses). Any student pursuing a Bachelor of Science in Education degree must attain a minimum 2.5 cumulative grade point average for graduation.
2. The student must earn his/her final 30 credits at Medaille if enrolled in a bachelor's degree program and his/her final 15 credits at Medaille if enrolled in an associate's degree program.
3. All College property on loan to the student must be returned in satisfactory condition to the College and all financial obligations to the College must be met prior to degree conferral and transcript release.

Any person who wishes to participate in the annual commencement, held during the month of May each year, must complete all academic requirements for graduation in order to participate, except for (1) those students in the process of completing requirements in the semester during which commencement takes place and (2) those students lacking one to six credit hours who, prior to the ceremony, register to take those outstanding credits during the Summer Session of their graduation year.

Dual Major

The following are guidelines for dual major status:

1. All requirements for both majors must be fulfilled to qualify for dual major status.
2. A dual major generally occurs when the student pursues a second program leading to one degree.
3. A Liberal Studies degree may not be part of a dual major.

Dual Degree

The following are guidelines for dual degree status:

1. Dual degree status is distinguished by the pursuance of two separate and unrelated fields of study in which two degrees are awarded during the same year upon successful completion of each program.
2. A student seeking a second baccalaureate degree **must** complete an additional minimum of thirty (30) Medaille credit hours of study beyond the work taken for the initial baccalaureate degree.
3. A student seeking a second associate degree must complete an additional minimum of fifteen (15) Medaille credit hours of study beyond the work taken for the initial associate degree.
4. In all cases, all academic course requirements for both degree programs must be satisfied to qualify for dual degree award.

Course Substitution

Deviation from a prescribed curriculum will be permitted **only** under extraordinary circumstances. A course substitution **must** be approved by the student's academic advisor, department chairperson, the Registrar, and the appropriate academic dean. No student should begin attendance in a requested substitution unless a copy of the approved Course Substitution Form has been received by the student. No course substitution will be granted retroactively. Students graduating in May must have course substitutions approved by December 1 of the preceding year.

Policy Waiver

Deviation from a prescribed policy will be permitted only under extraordinary circumstances. An academic policy waiver must be approved by the student's academic advisor (where appropriate), department chairperson, the Registrar, and the appropriate academic dean. If the waiver is approved, the student will receive a copy of the completed Policy Waiver Form. No policy waiver will be granted retroactively.

Academic Alternative Credit

The total number of credits earned through any of the following academic alternatives or combination thereof cannot exceed 60 for the baccalaureate degree or 30 for the associate degree. All students working toward the bachelor's degree must earn the last 30 credits in course work at Medaille or the last 15 for the associate's degree.

Prior Learning Assessment (PLA)

The College recognizes the educational value of and awards credit for many types of life experience related to its degree programs. Each program may decide which of its requirements may be fulfilled by

PLA. No student will be allowed to receive credit for Prior Learning Assessment to replace a course in which a failing grade was earned. Students applying for such credit must be matriculated at Medaille either part- or full-time before application. Credits for Prior Learning Assessment are considered as transfer credits. All students working for the baccalaureate degree must earn the last 30 credits in course work at Medaille; for the associate degree, the last 15. Each student applying for PLA prepares, in consultation with the Portfolio Advisor, a portfolio showing evidence in support of the application. A Faculty Evaluator reviews the portfolio submitted and makes a recommendation to the Vice President for Academic Affairs regarding credit. The schedule of fees is listed under Financial Information in this catalog. More information and application packets can be obtained from the Senior Director of Special Academic Services.

PLA Deadlines

January Graduates / File by: March 15, Submit by: April 15

May & August Graduates / File by: October 1, Submit by: November 1

Challenge Exams

Any student enrolled at Medaille College may apply for Challenge Exams. The Senior Director of Special Academic Services will have a list of available exams from department chairpersons. No student will be allowed to take a Challenge Exam to replace a course in which a failing grade was earned. The College does not guarantee that a Challenge Exam will be available for a particular course in any given semester. In general, the College will not offer tests already offered through the College Level Examination Program. A student successfully completing a Challenge Exam receives credit; no grade is issued.

Application packets are available from the Senior Director of Special Academic Services. A non-refundable fee of \$100 for each Challenge Exam is paid in the Business Office. Attach original receipt of payment to your completed application and return it to the Senior Director of Special Academic Services.

A test for any particular course will be given only once to an individual student.

Challenge Exam Deadlines

January Graduates / File by: May 1, Take by: December 15

May Graduates / File by: November 1, Take by May 1

August Graduates / File by: February 1, Take by: August 1

Other Academic Alternatives

Medaille offers the DANTES (Defense Activity for Non-Traditional Education Support) exams at a fee of \$100 per examination. All other alternatives are options taken at other institutions and are eligible for possible transfer credit at Medaille. They are as follows: Excelsior College Examinations, CLEP (College Level Examination Program), AP (Advanced Placement), ACE/CCRS (American Council on Education College Credit Recommendation Service), and ACE/Military.

The College records will indicate that transfer credit has been earned and from which source. The number of credits to be accepted will be determined on an individual basis. Credit by examination granted through other colleges will be subject to review by the Vice President for Academic Affairs or appropriate college dean. Additional information can be obtained from the Senior Director of Special Academic Services.

Independent/Directed Study

Independent Study is the student's self-directed pursuit of academic competence in an autonomous manner which requires a rigorous search into a specified body of knowledge in which the course

content, learning activities, and evaluative criteria are developed by the student in collaboration with the faculty mentor. It is a demonstration which provides evidence of capability in self-directed learning.

Independent Study is limited to four courses per baccalaureate degree, and normally no more than one may be undertaken at a time. Also, freshmen and sophomores normally will not be allowed to take an Independent Study. Generally, applications will be approved for students who have GPAs above 2.7 and who have demonstrated the ability to pursue a topic in an academically rigorous manner. The faculty and College do not guarantee that this is available during any particular semester.

Students may **not** take an Independent Study to replace a course in which a failing grade was earned. **Directed Study** is individualized instruction identical in regard to the title, course objectives, course content, and evaluative criteria of the course.

Directed Study is generally limited to two courses per baccalaureate degree and is usually implemented to fulfill a graduation requirement. Application approval will usually be granted to seniors for courses required for graduation provided that the course(s) is not otherwise available to the student. GPAs of 2.0 are required of students who wish to undertake Directed Study. The faculty and College do not guarantee that this is available during any particular semester.

Students may **not** take a Directed Study to replace a course in which a failing grade was earned.

Before completing an application, a student should discuss the matter with the appropriate instructor. The instructor should be aware of what the student intends to accomplish and be willing to direct the study. The student and the instructor must agree on the time that will be devoted to supervision and the manner in which the instructor will evaluate the study.

Reserve Officers' Training Corps (ROTC)

Medaille College has a special cross-enrollment, tuition-free arrangement with Canisius College for students desiring leadership education through the Reserve Officers' Training Corps (ROTC) Program. For more details, as well as scholarship and other financial assistance information on this program, contact the Canisius College Professor of Military Science (PMS) at 888-2769 or 888-3239.

Service Member's Opportunity College

Medaille College has been identified as a Service Member's Opportunity College (SOC) providing educational assistance to active duty service members. An SOC institution offers the following benefits for service members:

1. Use of admissions procedures which ensure access to higher education for academically qualified military personnel;
2. Evaluation of learning gained through military experiences and academic credit awarded where applicable to the service member's program of study;
3. Evaluation of non-traditional learning and awarding of academic credit for such learning where applicable to the service member's program of study;
4. Evaluation of request for inter-institutional transfer of credits and acceptance of such credits whenever they are appropriate to the service member's program and are consistent with the College's curriculum;
5. Flexibility to service members in satisfying residence requirements by making adjustments for military students who transfer when there are other assurances of program balance;

6. Designation of personnel with appropriate academic qualifications and experience to administer and supervise SOC-related activities and to develop policies and procedures appropriate to the scope of their voluntary education programs; and
7. Educational services for veterans.

Field Experience

Experience-based, hands-on learning is essential to students' overall educational at Medaille, both inside and outside the classroom. The college's curriculum stresses the importance of students gaining work experience and engaging in applied, out-of-class learning related to their major program of study. Consequently, most academic majors offer one or several required field experiences. Through field experiences students earn academic credit, apply classroom theory to life experience, enhance their career-related skills, and network in the profession and community in ways that enhance opportunities for future employment. Field experiences may occur in Buffalo, WNY, or anywhere in the nation or the world.

For more information and a complete description of each program's field experience requirements, students should contact the appropriate department chairperson.

Field Experience Minimum GPA Requirement

A College minimum of a 2.0 cumulative grade point average is required for any student seeking entry into field experiences. Individual programs may establish their own minimum cumulative grade point requirements with the College minimum as a base.

The Grading System and What It Means

The following system of grading has been adopted by The College:

	A	4.0
	A–	3.7
High distinction, an exceptionally high achievement	B+	3.3
	B	3.0
	B–	2.7
High achievement	C+	2.3
	C	2.0
	C–	1.7
Average, average achievement	D+	1.3
	D	1.0
Pass, below average achievement	D–	0.7
	F	0.0
Failure, unsatisfactory grade		
Official withdrawal	W	

Incomplete	I
Pass/Fail	P/F
Satisfactory/Unsatisfactory	S/U
Audit	AU

(GPA) Grade Point Average

Grades received earn quality points as indicated on the preceding table. A grade point average is computed by dividing the number of quality points earned by the total number of credit hours for which you were registered. Grade point averages may be computed for one semester's courses or on a cumulative basis. To compute a semester grade point average, multiply the number of quality points earned for the grade (see preceding table) by the number of credits awarded for the course; add the quality points and divide by the number of quality credits for the semester.

Cumulative Average

The cumulative average is computed for all of the courses you have taken at Medaille. It changes whenever a new semester's grades are calculated and is a reflection of how a student is doing in all of his/her work. In cases of repeated courses, only the last grade earned is utilized in the cumulative GPA calculations.

(W) Course Withdrawal

In order to withdraw from a course after the drop/add period, a student must obtain a Course Withdrawal Form from the Office of the Registrar. The signature of the advisor should be obtained. If the student's advisor is not available, however, the student must write on the Withdrawal Form that he/she takes full responsibility for withdrawing from the course, sign and date it. The completed form is returned to the Registrar's Office.

A student may withdraw from a course during the first two-thirds of a semester or module. See the Academic Calendar for specific dates. A grade of "W" appears on the transcript for an official withdrawal. No withdrawal is permitted after the deadline. Depending upon the withdrawal date and the number of credits a student is carrying during a particular semester, course withdrawal may affect tuition. (See Tuition Liability Policy.) There is the possibility of reduced financial aid if withdrawing from a course means the student would carry fewer than 12 credits.

Please note: Discontinuance of attendance in one or all classes does not constitute an official withdrawal. A student who does not follow the proper procedure and/or stops attending class (an unofficial withdrawal) will receive from the instructor the grade earned according to the student's performance.

(I) Incomplete

An Incomplete is given only for a good and sufficient reason as determined by the instructor. It is completed in a manner determined by mutual agreement of student and instructor as indicated on the Incomplete Form, which must be signed by both student and instructor.

Incomplete Grade Forms may be obtained by the instructor in the Office of the Registrar. It is the responsibility of the student to complete the requirements of the Incomplete by the date stated on the form which is not to exceed the termination of the semester immediately following the initiation of the Incomplete. The student assumes the risk of not being able to complete the study if a faculty member is no longer at the College. All information must be complete when the form is submitted to the Office of the Registrar. If any part of the Incomplete Form is left unanswered, the form will be sent back to the

instructor and no grade will be issued until the form is correctly filed.

An Incomplete must be removed from the student's record by the end of the semester following the semester in which the Incomplete was received. Exceptions will be made to this rule only prior to the stated deadline and under compelling circumstances with the approval of the Vice President for Academic Affairs or appropriate college dean. Any student receiving an Incomplete ("I") grade will not be considered for Dean's List or Merit List status during the semester in which the Incomplete was issued.

(P/F) Pass/Fail

Medaille offers the P/F grade primarily as an encouragement for students to take more challenging courses than they might without endangering their grade point average. Students earn credits, but not quality points, for courses in which they earn a "P" grade. A grade of "F" is punitive and is factored into the quality point average.

Students may take a limited number of courses on a P/F basis. Although there is no limit to the number of courses to be taken P/F during a single semester, no more than ten percent (10%) of the total degree or certificate program may be taken P/F. Students may not take General Education Core courses P/F.

Students must consult their department office for a list of acceptable courses within their program.

P/F grades are student initiated. Forms are available in the Office of the Registrar. Arrangements must be made within the deadline prescribed. Students requesting to take a course on a P/F basis must sign and return the form to the Registrar. Arrangements to take a course on such a basis are final.

Since colleges differ on acceptance of P/F grades, students interested in advanced study at other institutions should investigate the acceptance of such grades by specific graduate schools.

(S/U) Satisfactory/Unsatisfactory

Due to their nature, certain courses are offered only with grades of S/U. These grades are instructor or department initiated; courses taught on this basis are not included in the limit for P/F.

(AU) Audit

A student desiring to audit a course must receive the approval of the appropriate instructor and complete the normal registration process. Only officially audited classes will appear on the transcript. Students who audit are expected to attend classes but their work is not subject to review by the instructor and they will receive no grade at the completion of the class.

Repeating a Course

In cases of repeated courses only the last grade earned, whether higher or lower, is used in calculating the grade point average. All grades earned for courses taken at Medaille, however, remain a part of the student's permanent record. Students must complete and submit the appropriate form at the time of registration.

Students should take note that if the repetition is not required by the College, New York State will not allow the credit hours for the course to be counted in determining the minimum course load required for financial aid purposes.

Students may not take a Directed Study, Independent Study, Challenge Exam, or have a course transferred from another college to replace a course in which a failing grade was earned.

Academic Honors

At the end of each semester, the College announces the names of the full-time students who are recorded on the Dean's List. Students who take a minimum of 12 credit hours and who earn a grade

point average of 3.5 or higher for all credit hours carried during that semester are placed on the Dean's List. Pass ("P") and Satisfactory ("S") grades are not included in the minimum 12 credit hours required for Dean's List qualification. Any student receiving an Incomplete ("I") grade will not be considered for Dean's List status during the semester in which the Incomplete was issued. A student who attains Dean's List status for four semesters is eligible for the Medaille Medal, which is awarded at the College's annual Honors Convocation.

At the end of each semester, the College announces the names of the part-time students who are recorded on the Merit List. Students who take a minimum of 6 but no more than 11 credit hours, and who earn a grade point average of 3.5 or higher for all credit hours carried during that semester, are placed on the Merit List. Pass ("P") and Satisfactory ("S") grades are not included in the minimum 6 credit hours required for Merit List qualification. Any student receiving an Incomplete ("I") grade will not be considered for Merit List status during the semester in which the Incomplete was issued.

Full- and part-time status for academic honors is determined at the conclusion of the drop/add deadline.

Graduation Honors

The cumulative grade point average determines graduation honors. A student must have 48 credits in residence for baccalaureate degree graduation honors and 24 credits in residence for associate degree graduation honors. If a student has a cumulative GPA for all course work of 3.5, the student is eligible for Cum Laude; an average of 3.7, Magna Cum Laude; an average of 3.9, Summa Cum Laude. Students who qualify for honors at the end of the fall semester preceding commencement will have these honors announced during the graduation ceremony.

Academic Warnings

Students who are in danger of failing a course receive an academic warning. Students who receive a warning should immediately talk with the instructor to find out how the grade can be improved.

Undergraduate Academic Standards

Policies

The College's Undergraduate Academic Standards Committee meets at the conclusion of each semester to review all undergraduate students' academic progress and applies the policies described below to make decisions about their academic status.

Good Standing: Freshmen with a cumulative grade point average of 1.70 or higher and sophomores, juniors, and seniors with a cumulative GPA of 2.0 or higher are defined as being in good academic standing and therefore immune from academic probation or suspension for academic reasons except under extraordinary circumstances.

Academic Alert: All students whose **semester** grade point average falls below a 2.0 will receive an academic alert letter even when their **cumulative** grade point average is a 2.0 or higher.

Academic Probation: Any student whose cumulative GPA falls below the applicable good academic standing minimums cited above is **automatically** subject to academic probation or suspension the following semester. Students placed on probation may continue their studies the subsequent semester contingent upon their signing a required Academic Probation Contract which limits them to 12 credits. A probationary semester is designed to give students the opportunity to take corrective action and progressively demonstrate their ability to meet the College's academic standards. Academic probation is not subject to appeal.

Failure to sign a probationary contract or comply with the conditions of it on a regular basis are grounds for administrative withdrawal from the college at any time during the contract period.

Failure to fulfill all the specific conditions of the probationary contract may affect the Undergraduate Academic Standards Committee's decision regarding continued probation or suspension for students who do not return to good standing at the conclusion of the probationary semester.

The Undergraduate Academic Standards Committee determines probation at its discretion on a case-by-case basis. Committee members may skip probation and decide to suspend a student.

Normally, the Undergraduate Academic Standards Committee will not grant any student more than two semesters of academic probation during her/his academic career at the college before suspending her/him. The Committee will award a third probationary semester only if extraordinary, documented mitigating circumstances apply.

Suspension: The Undergraduate Academic Standards Committee has the discretion to suspend students who fail to maintain good standing rather than offer academic probation. Suspension is **automatic** for students unable to return to good standing after two consecutive semesters on academic probation.

Appeal Process: Reinstatement from suspension is not automatic, but based on a careful consideration of available evidence regarding academic performance.

Students may seek immediate reinstatement or wait for a full semester or longer to pursue it. Students denied immediate reinstatement must wait one full semester before appealing again. The academic dean's decision regarding reinstatement is final.

Immediate Reinstatement

Students seeking reinstatement must submit an appeal letter to the appropriate academic dean in the Office of Academic Affairs. The letter should (a) explain mitigating circumstances that may have affected one's academic performance, (b) make a compelling case for reinstatement and (c) outline a plan for improving one's academic performance.

Students suspended in January who seek immediate reinstatement for the following spring semester must submit their appeal letter to the dean within five working days after receipt of the college's suspension letter. Students suspended in June who seek immediate reinstatement for the following fall semester must submit their appeal letter no later than August 15 of the calendar year. Students seeking reinstatement after a period of more than one semester on suspension should contact the dean at least two weeks before the start of the semester in which they wish to return.

Delayed Reinstatement

Any student experiencing a period of absence because of suspension is encouraged to take steps to prepare for a successful return to Medaille if reinstated. Steps might include passing new courses at another accredited college or university (see Undergraduate Catalog for college policies on transfer credits and repeating a course) , enrolling in academic skills workshops, or obtaining tutorial assistance. In addition, evidence of intellectual and personal growth through work, community service, counseling, or other means would strengthen a student's reinstatement appeal.

Academic Performance Contract: Any student reinstated from suspension **must** sign a special academic performance contract prepared by the Office of Academic Affairs. Failure to meet the terms of the academic performance contract at the end of the semester will result in automatic suspension. Failure to comply with the conditions of the contract during the semester may result in the contract being revoked at any time and the student administratively withdrawn from the college.

Reinstated students making substantial academic progress while under a performance contract may have their reinstatement automatically continued for a second consecutive semester in order to give them reasonable time to return to good academic standing.

Academic Fresh Start Policy

The policy offers a second chance for students who previously experienced serious academic difficulty to earn a baccalaureate degree through a fresh start.

Eligibility

After a minimum absence of five consecutive years, students suspended or dismissed for academic reasons or who voluntarily withdrew because of unsatisfactory academic performance may seek re-admission to the College through this policy.

The request to be re-admitted through the Fresh Start policy should be made to the Registrar's Office. Requests will be referred to the Office of Academic Affairs for a decision.

Individuals seeking re-admission under this policy must present, in letter form, a thoughtful educational plan that includes educational and career goals, strategies for achieving them, and evidence of personal growth and change since their previous enrollment. The plan should also include evidence of academic preparedness to succeed (e.g., learning through work experience or community service, transcript of college-level courses completed at other accredited postsecondary institutions, private tutoring).

Policy Conditions

A student re-admitted under the Fresh Start policy is subject to the following conditions, without exception:

1. The student begins her/his new re-entry coursework with a GPA of 0.00.

2. Previous grades will **not** be calculated into the student's cumulative reentry GPA **except** for purposes of calculating student eligibility for college honors (see item 12).
3. All prior coursework and grades remain a permanent part of the student's official Medaille College transcript.
4. The beginning date of the Fresh Start will be entered on the student's official transcript.
5. The student must complete all the current, published college-wide and program-specific matriculation requirements in effect at the time of her/his re-admission.
6. Previous credits earned with a C- or higher grade will be counted toward the fulfillment of current degree requirements, if applicable.
7. Academic Fresh Start may be granted only once.
8. Students re-admitted under Fresh Start are subject to all other existing academic policies and practices, including those governing academic alert, probation, suspension, and dismissal. However, instances of probation, suspension, or dismissal prior to Fresh Start reentry will not be counted in future decisions regarding the student's academic status.
9. The policy does not apply to a student's financial aid history and eligibility.
10. Students should be aware that many graduate and professional schools will compute **an applicant's cumulative undergraduate GPA on all hours attempted, not just those completed under Fresh Start.**
11. Students who are granted the privilege of Fresh Start must complete a minimum of 30 credits in new or repeated courses at Medaille prior to graduation.
12. All courses taken at Medaille will be used to calculate eligibility for college honors at commencement.
13. The Office of Academic Affairs reserves the right to rescind the Fresh Start policy if a student fails to meet minimum academic progress standards or violates any of the conditions of this policy.

Attendance

Regular attendance is expected in all classes and academic activities related to a course (e.g., field trips) unless otherwise specified. Individual faculty members establish the specific attendance requirements for their courses.

Medaille College subscribes to the "Guidelines on Students and Religious Observance" adopted by the Commission on Independent Colleges and Universities. Absence does not excuse a student from course work and responsibility for its completion.

Excessive absences is detrimental to student learning and performance, and it may affect certain types of financial aid.

Discontinuance of attendance in a course or courses does not constitute an official withdrawal. Students intending to withdraw from classes must file the appropriate paperwork with administrative offices. Withdrawal forms are available in the Registrar's Office.

Course Syllabus Policy

At the beginning of every course, the instructor distributes a written course syllabus to all students taking the course. The syllabus describes the objectives and content for the course and the method by

which students' work will be evaluated for grades. Make sure you keep all of your syllabi so that you may refer to them throughout the semester.

The Evaluation of Students' Work

An evaluation system is required for each course. Examinations are ordinarily part of the evaluation system, but alternative methods of overall evaluation may be employed. At the first class period of the semester or module, the instructor will inform students through the course syllabus of the type of evaluation system that will be used for that course throughout the semester.

Academic Decorum

Medaille College does not tolerate sexual or racial harassment of students or employees by College faculty, staff, or students. Students are legally protected from such activity by both state and federal legislation and are asked to report any occurrence to the Academic Affairs Office without fear of recrimination.

The College does not tolerate immature or abusive behavior in the classroom setting. Upon receipt of a written complaint from the instructor, the Vice President for Academic Affairs may immediately remove the student from the class. The Vice President for Academic Affairs (or appropriate college dean) and the Dean of Students will review the evidence and render a final decision within 30 days.

Academic Integrity

Medaille College expects all students to complete their academic assignments with honesty and integrity. Students who engage in any form of academic dishonesty (e.g., plagiarism on an essay, cheating on a test, forging a signature or an entire college document) will be dealt with severely, with penalties ranging from an F on an assignment to failing a course or even academic suspension.

Students should consult their Student Handbook for full details on the college's policy and procedures for handling formal charges of academic dishonesty. The full policy is also on the [College Web site](#).

Academic Grievance Procedure

Should a student wish to resolve an academically related conflict with an instructor, the Academic Grievance Procedure should be followed. The student should attempt to resolve the conflict directly with the instructor, if possible. If the conflict cannot be resolved between student and instructor, the student should bring the problem to the chairperson of the instructor's department. If still not resolved, the contact the appropriate college dean in writing. The decision of the Vice President for Academic Affairs (or his/her designee) is final for all academic matters.

Grade Appeal

Students wishing to appeal a final grade in a course must do so in writing within 60 days of the semester's grade report. This written appeal should be directed to the instructor of the course in question; then, the instructor's department chairperson and, thereafter, the Vice President for Academic Affairs or the appropriate college dean.

Course Prerequisites

Course prerequisites may be waived **only** by the consent of the faculty member teaching the course and the appropriate department chairperson. The department chairperson's decision is final. In situations where a course instructor is TBD, only the department chairperson's approval is required.

A signed, approved Course Prerequisite Waiver Form must be received in the Registrar's Office before a student is allowed to register for the course in question. Forms are available from the Registrar's Office, the Advisement Center, and the department secretaries.

Course Numbering

Course numbers indicate the following:

100-299 undergraduate, lower division courses, primarily for freshmen and sophomores

300-499 undergraduate, upper division courses, primarily for juniors and seniors

500-599 graduate, primarily foundation courses

600-699 graduate, advanced courses

Placement

The following are overall placement results from the graduating class of 2004:

Graduates Employed: 93%

Graduates enrolled in further education: 13%

Total Overall Placement: 96%

Information regarding completion rates and other student data is available upon request from Medaille College's Office of Institutional Research and Planning.

Your Academic Records

Student Records

All student records are maintained and made available in accordance with the Federal Family Educational Rights and Privacy Act of 1974. Thus, with some exceptions, all student records are made available for review upon request by that student and the right to challenge the content is provided. No records are released to third persons except as provided in the Family Educational Rights and Privacy Act. Detailed information on the maintenance and availability of student records is available in the Office of the Registrar.

Normally the College will disclose whether or not an individual is now or has been enrolled as a student at the College. This information may include dates of attendance and a student's last known home address, if requested.

Grade Reports

Grades are available at the end of each semester/module through Medaille One. Grades are not given out over the telephone or in person at the Office of the Registrar. A “NGR” indicates a grade has not yet been recorded.

Transcript of Record

A student request for a transcript of his/her record must be filed in writing in the Office of the Registrar at least 48 hours in advance of the date it is required. Under no circumstances will an official transcript be presented to a student; it will be issued directly to the institution or individual indicated by the student. Transcripts clearly labeled “Unofficial (for student’s use only)” may be given directly to the student for personal use. No fee is assessed for the first transcript requested; however, a \$5.00 charge is applied to each additional copy. Transcripts will not be released until all financial obligations to the College have been satisfied.

Changes You May Need to Make Course Change (Drop/Add)

A student may not drop or add courses within any particular semester or module after the dates indicated on the Academic Calendar. There is the possibility of reduced financial aid if dropping a course means the student would carry fewer than 12 credits. To drop/add a course, you must contact your advisor. Any course dropped within the published drop/add deadlines is removed from the student's record and no charges are assessed for the dropped course work.

Change of Name or Address

Students are required to notify the Registrar promptly in writing of any change of name or address.

Change of Degree Status

If you are taking courses but not applying the credits toward a degree or certificate, you are considered to be a non-matriculating student. If you acquire 15 credit hours, and wish to continue, you must apply for admission to the College. Follow procedures described in the Admissions section of this catalog.

Declaring a Major Program of Study

If you are an undeclared student, you must declare a major program upon completing 48 credit hours. You simply discuss your choice of program with your present advisor and the chairperson of the program of interest to you. Obtain a Change of Status Form from the Registrar. Have both your advisor and new department chairperson sign the form and return it to the Registrar's Office.

Transfer from One Program to Another

Forms for changing from one major program to another may be obtained in the Office of the Registrar and must have the appropriate signatures before the change is approved. A student may not transfer to another program during the last 12 credit hours required for degree completion.

Leave of Absence

A student may apply for a leave of absence from the College for either one or two consecutive semesters. The student must submit a completed Leave of Absence Form to the Office of the Registrar by the "Last Day/Evening to Withdraw" in order to receive "W's" (see Academic Calendar). An Advisement Center representative will attempt to make contact with the student prior to registration week of each semester the student is on leave.

A student on leave for one or two consecutive academic semesters who wishes to return, may register for classes with his/her advisor. A student who leaves for more than two consecutive semesters in good standing will be readmitted to Medaille College through the Admissions Office and will be subject to all program requirements and policies in effect at the time of readmittance.

College Withdrawal

A student must submit written notification of intention to permanently withdraw from the College. Forms, which are available in the Registrar's Office and the Advisement Center, must be completed and returned to the Registrar's Office. Failure to provide written notice on an official form means you will be liable for full tuition and fees originally incurred (see Liability Policy).

A student will receive "W's" if the Withdrawal Form is submitted to the Registrar's Office by the "Last Day/Evening to Withdraw" (see Academic Calendar).

Registration Procedures

New students are registered through the Advisement Center.

On-line registration occurs for returning students in November for the Spring semester and April for the Summer/Fall semesters during the dates advertised.

The Master schedule will be available via the Medaille College web page prior to the start of student advisement. All students must meet with an academic advisor prior to submitting registration via the web.

Students with absolute holds will be unable to process web registration until the hold is removed by office where the hold has been placed.

Students are registered via a time ticket which is assigned according the student classification with seniors and potential graduates given first priority

Once a student has web registered, s/he may print his/her schedule from the web.

Once web registration has been closed students may register in person or by fax through the Registrar's office.

Questions regarding registration should be directed to the Registrar's Office.

Academic Advising

Each student matriculating at Medaille is assigned an academic advisor who will assist the student in developing realistic educational, career, and life goals. Working together, the student and advisor will evaluate and modify these goals as needed throughout the student's course of study. Advisors are available throughout the academic year so that students are able to work closely with their advisor to address any academic need and register for classes.

Advisor Roles and Responsibilities

- To assist students in developing an academic plan that satisfies graduation requirements.
- To monitor student progress and help students make appropriate program adaptations.
- To discuss academic, career, and life goals with advisees.
- To become personally acquainted with advisees.
- To refer advisees, when necessary, to proper services.
- To have access to information related to College programs, policies, and services.
- To inform advisees of changes in their course of study.
- To maintain regular and adequate office hours and keep appointments with advisees.
- To collect and distribute student data as needed.

Advisee Roles and Responsibilities

- To meet with advisor during the academic year to work through academic, career, and life goals.
- To make use of appropriate campus and community services to meet goals.
- To read the College Catalog and Master Schedule in order to select courses.
- To make and keep appointments with advisor concerning educational needs and goals and course selection.
- To know the requirements for the chosen program of study.
- To make certain that requirements are met for that program.
- To become an active participant in the advisor/advisee relationship and to become increasingly self directing.
- To maintain personal records of academic progress.

Financial Aid

Financial aid is available to Medaille students through a variety of sources. The Financial Aid Office can provide information about the following topics: financial aid programs (eligibility requirements, selection procedures, disbursement schedules), satisfactory progress, rights and responsibilities of students receiving financial aid, loan repayment, terms and conditions of student employment, costs of attending Medaille, and the liability policy at Medaille. Here are some of the sources you should investigate when planning for your college finances.

Grants

The **Federal Pell Grant** is a need-based federal grant program designed to provide funds to students who are enrolled for at least 3 credits per semester. These grants range up to \$4,050 per year based on family income, assets, the number of family members in your household, the number in college, and the number of credits for which you enroll. Apply by submitting the FAFSA (Free Application for Federal Student Aid). Students must maintain Satisfactory Progress to receive this award. (See section in this catalog entitled “Satisfactory Progress.”)

New York State Tuition Assistance Program (TAP) awards range up to \$5,000 and are based on New York State net taxable income. Students must be New York State residents and must have full-time status. If eligible, students may qualify for up to eight semesters of TAP while pursuing a bachelor’s degree and six semesters of TAP in an associate degree or certificate program. Apply by submitting the FAFSA. Students must maintain Satisfactory Progress to receive this award. (See section in this catalog entitled “Satisfactory Progress.”)

New York State Aid for Part-Time Study (APTS) is a grant program funded by New York State. Awards range up to \$2,000 for students enrolled between 3 and 11 credits per semester. Eligibility is based on New York State net taxable income and the availability of funds. Apply by submitting the FAFSA and a separate APTS application, available from the Financial Aid Office. Students must maintain Satisfactory Progress to receive this award. (See section in this catalog entitled “Satisfactory Progress.”)

The **Federal Supplemental Education Opportunity Grant (SEOG)** is a federal need-based grant which is awarded to students based on exceptional financial need. (To receive SEOG, you must be eligible for a Pell Grant.) Apply by submitting the FAFSA. Students must maintain Satisfactory Progress to receive this award. (See section in this catalog entitled “Satisfactory Progress.”)

The **Medaille Grant** is an institutional grant based on financial need. Apply by submitting the FAFSA.

Scholarships (First-time Freshmen)

Medaille offers scholarships ranging from \$2,000 to \$11,000 based on a review of high school academic achievement. The level of the scholarship is determined at the time of acceptance.

Other Financial Assistance

Vietnam Veterans Tuition Assistance Program provides financial assistance to veterans enrolled in undergraduate degree programs. Full-time awards are \$1,000 per semester. Part-time awards are \$500 or tuition, whichever is less. For an application contact New York State Higher Education Services Corporation, 99 Washington Avenue, Albany, New York 12255.

Vocational and Educational Services for Individuals with Disabilities (VESID), formerly Office of Vocational Rehabilitation (OVR), benefits are available for students with certain physical or emotional disabilities. Contact the New York State Vocational Rehabilitation Commission.

The **Federal Work-Study Program (FWSP)** allows students with financial need the opportunity to work in jobs on campus to earn part of their educational expenses. Students may apply by submitting the FAFSA. Students must maintain Satisfactory Progress to receive this award. (See section in this catalog entitled “Satisfactory Progress.”)

Veterans Benefits are available for students who qualify. In order to determine eligibility, the Department of Veterans Affairs or the Medaille College Financial Aid Office should be contacted.

Federal Aid to Native Americans is a grant offered by the U.S. Bureau of Indian Affairs for college study. To be eligible, the applicant must: (1) be at least one-fourth American Indian, Eskimo, or Aleut; (2) be an enrolled member of a tribe, band, or group recognized by the Bureau of Indian Affairs; (3) be enrolled in or accepted for enrollment in an approved college or university pursuing at least a two-year degree; and (4) demonstrate financial need.

An application is necessary for each year of study and must be accompanied by an official needs analysis from the Financial Aid Office. Each first-time applicant is required to submit tribal enrollment certification from the bureau, agency, or tribe which records enrollment for the tribe. The student must make satisfactory progress towards a degree and show financial need for grants to be awarded in successive years. Applications are available from the Bureau of Indian Affairs, 3701 North Fairfax Drive, Suite 260, Arlington, Virginia 22203.

New York State Aid to Native Americans is an entitlement program, with neither a qualifying examination nor a limit on the number of awards. Applicants must be (1) a resident of New York State; (2) on an official tribal roll of a New York State tribe or the child of an enrolled member of a New York State tribe; and (3) enrolled in an approved New York State postsecondary program. Applications are available from the Native American Education Unit, New York State Education Department, Albany, New York 12234.

Loans

The **Federal Subsidized Stafford Loan Program** is a need-based program which allows students to borrow from participating lenders. The maximum loan eligibility per academic year is \$2,625 for freshmen, \$3,500 for sophomores, and \$5,500 for juniors and seniors. The maximum that may be borrowed as an undergraduate student is \$23,000. The interest rate as of July 1, 2006 is fixed at 6.8%. Repayment begins six months after the student either leaves school or drops below half-time enrollment. There is no interest paid or accrued while the student is enrolled at least half-time. The loan must be repaid within 10 years, exclusive of deferment periods. Apply by submitting the FAFSA. Students must maintain Satisfactory Progress to receive this award. (See section in this catalog entitled “Satisfactory Progress.”)

The **Federal Unsubsidized Stafford Loan Program** is available, regardless of family income, to students who do not qualify for the Federal Subsidized Stafford Loan or who are not eligible for the maximum Subsidized Stafford Loan and/or who are independent. The terms and conditions of the subsidized and unsubsidized loans are generally the same, except that borrowers are responsible for the payment of the interest that accrues on unsubsidized loans while they are in school. The term unsubsidized means that interest is not paid for you by the federal government while you are in school. The interest rate as of July 1, 2006 is fixed at 6.8%. Apply by submitting the FAFSA. Students must

maintain Satisfactory Progress to receive this award. (See section in this catalog entitled “Satisfactory Progress.”)

The **Federal (PLUS) Parent Loan for Undergraduate Students** is available to help dependent students by allowing their parents to borrow for their educational expenses. Parents may borrow up to the difference between the cost of education and all other financial aid being received. The interest rate as of July 1, 2006 is fixed at 8.5%. Repayment begins immediately. The loan must be repaid within 10 years, exclusive of deferment periods. Apply by faxing Medaille's PLUS Loan Pre-Approval Form to the lender of your choice. Students must maintain Satisfactory Progress to receive this loan. (See section in this catalog entitled “Satisfactory Progress.”)

Satisfactory Progress

Students must maintain Satisfactory Progress in order to receive Financial Aid. PLEASE NOTE: THERE ARE DIFFERENT REQUIREMENTS FOR STATE AND FEDERAL FINANCIAL AID.

The following charts explain the requirements for renewed eligibility for state financial aid (TAP, APTS):

Associate Degree

In order to receive state aid for this semester:

	1st	2nd	3rd	4th	5th	6th
--	-----	-----	-----	-----	-----	-----

You must accumulate at least this many credits:

0	3	9	21	33	45
---	---	---	----	----	----

With a GPA of:

0	1.001	.201	.402	.002	.00
---	-------	------	------	------	-----

Baccalaureate Degree

In order to receive state aid for this semester:

	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th
--	-----	-----	-----	-----	-----	-----	-----	-----	-----	------

You must

0	3	9	21	33	45	60	75	90	105
---	---	---	----	----	----	----	----	----	-----

**accumulate
at least this
many
credits:**

**With a
GPA of: 0 1.001.201.302.002.002.002.002.00**

Please note: students may receive only eight semesters of TAP.

In addition, you must meet **PROGRAM PURSUIT** regulations which require that during your first two semesters of TAP you must **COMPLETE** at least 6 credit hours per semester, at least 9 credit hours per semester for the 3rd and 4th semesters, and at least 12 credits for your 5th and all succeeding semesters.

The following chart explains the requirements for renewed eligibility for **federal** financial aid (Pell, FSEOG, FCWSP, Federal Stafford Loans):

In order to receive federal aid for this semester:	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th
You must accumulate at least this many credits:	0	9	18	27	39	51	66	81	96	108
With a GPA of:	0	1.00	1.25	1.55	1.90	1.90	1.90	1.90	2.00	2.00

Part-time student credit requirements will be pro-rated based upon the number of credits carried. GPA requirements are the same. In addition, you must complete your program within 180 credit hours.

If you do not achieve these Satisfactory Progress Requirements, you will not be eligible for additional semesters of financial aid until you obtain the necessary requirements. If you encounter extraordinary difficulties which prohibit you from achieving the above minimum requirements, you may qualify for a waiver of these requirements. Please contact the Financial Aid Office for details.

2006-2007

Undergraduate Tuition By Semester

Credit Hrs. Enrolled	Per Cr/Hr Rate	Semester Tuition
1	\$560.00	\$560.00
3	\$560.00	\$1,680.00

6	\$560.00	\$3,360.00
9	\$560.00	\$5,040.00
12-18		\$7,890.00
18+	\$560.00	(F/T Rate + Per Cr/Hr Rate for credits over 18)

Room and Board (on campus)

Double	\$4,012.00
Single	\$4,362.00

ALL COSTS ARE IN US FUNDS

Tuition changes annually. Please contact Admissions for updated figures.

Explanation of Education Expenses

01. Tuition: covers cost of academic, student, and administrative services.
02. Graduation: covers a portion of programs, diplomas, and other related expenses.
03. Transcript Charge: covers materials and postage required to produce and send the student's transcript as requested by the student.
04. Application Processing: covers the cost of processing a student's application for admission to the College.
05. Acceptance Deposit: confirms the student's enrollment and reserves his/her place in the College and is non-refundable. This \$100 fee is applied toward the first tuition payment. The housing/ damage deposit of \$100 is to reserve on-campus housing and is a retainer for possible damages incurred. Refunds of this fee are at the discretion of the Director of Residence Life.
06. Orientation Fee: applicable to new students, the fee covers materials, food service, postage, and programming costs for orientation to the College.
07. Certificate Fee: fee charged by New York State for award of the education teaching certificate.
08. Assessments Required by Special Courses: some courses incur additional charges. These charges are assessed only to the participating student.

Tuition Payment Policy

Tuition and fees are due and payable on or before the first scheduled day of classes each semester.

Satisfactory payment arrangements must be established by the first day of class to avoid a \$150.00 late fee. Satisfactory payment arrangements include payment in full (Medaille College accepts

payment by cash, check, money order, Master Card, Visa, Discover Card or American Express), **completion** of financial aid/student loans, enrollment in the monthly payment plan through Tuition Management Systems or documentation of employer reimbursement. A combination of payment arrangements may be utilized. Please be advised that prior semester balances cannot be carried over to the next semester and will *prohibit* a student from registering for the next semester, receiving his/her grades, transcripts or diploma.

Should a student need to establish a monthly payment plan he/she would need to do so through Tuition Management Systems (TMS), an outside payment arrangement service. TMS is an interest free monthly payment option, with an annual enrollment fee of \$60.00 or a \$45.00 enrollment fee for the semester based plan. A student's expenses are broken out over the academic period for which, they are/will be enrolled in. For example, *if a student is anticipated to be attending for the academic year their budget would be estimated based on the Fall and Spring semesters and he/she would be eligible for a nine or ten month payment plan. If a student were planning on attending for only one semester, he/she would be eligible for a four or five month plan.* The term of the payment plan would be based on the date of registration and limited to offered plan options. ***Students are responsible for establishing the proper budget base upon the cost of attendance and financial aid/loans if applicable.*** Students should contact the Medaille College Business Office for additional information or for help in determining their budget. If a student is receiving financial aid/loans, they are able to amend their payments to TMS, through the Medaille College Business Office. **All scheduled payments must be made to TMS until the financial aid/loans are guaranteed.** It is the student's responsibility to inform Medaille College of any awards and the college will then inform TMS, of any revisions to the budget.

A student receiving employer tuition reimbursement is required to provide the College with a letter from their employer prior to the first scheduled day of classes identifying the employee-student and the terms of the employer's reimbursement policy. Assuming the necessary documentation has been received, Medaille College will recognize the employer's tuition payment policy and defer receipt of tuition and/or fees accordingly. Future semester deferments are only available to students who fulfill their payment obligations in accordance with the employer reimbursement plan. Failure to do so will result in a \$150.00 late fee assessment to the student's account.

Students owing a balance or whose financial aid has not been completed and are not registered with TMS will be expected to pay the balance of their tuition for the semester in full (minus any financial aid), by the first day of class. *Students opting to pay their tuition in full, rather than utilizing the TMS payment plan and who fail to make their payment, by the first day of class will be assessed a \$150.00 late charge.*

Please do not hesitate to contact the Medaille College Business Office at (716) 880-2267, 880-2271 or 880-2309, with any questions regarding this payment policy.

Tuition Liability Schedule

Fall 2006

DAY CLASSES – Undergraduate & MS in Education

September 5 – December 14

40% liability begins 8am September 13, 2006

60% liability begins 8am September 20, 2006
80% liability begins 8am September 27, 2006
100% liability begins 8am October 4, 2006

FULL SEMESTER EVENING CLASSES

September 6 – December 11

40% liability begins 8am September 13, 2006
60% liability begins 8am September 20, 2006
80% liability begins 8am September 27, 2006
100% liability begins 8am October 4, 2006

EVENING CLASSES – SESSION I

August 26 – October 14

100% liability begins 8am *August 29, 2006*

EVENING CLASSES – SESSION II

October 21 – December 16

100% liability begins 8am *October 24, 2006*

WEEKEND CLASSES

September 8 – December 9

40% liability begins 8am September 17, 2006
60% liability begins 8am September 25, 2006
80% liability begins 8am October 2, 2006
100% liability begins 8am October 10, 2006

Spring 2007

Please contact the Business Office.

Course Fees: 2006-2007

The College reserves the right to change established fees and assessments, and to determine the effective date of such changes without prior notice. Please contact the Business Office for the most up-to-date information.

Reasons for Fees: Key

CGS = Chemicals, glass, and other supplies
CS = Chemicals and/or supplies
DM = Disposable materials used during course
EMR = Equipment maintenance and repair
MI = Malpractice insurance coverage
RCC = Red Cross Certificate
ST = Saddle time
T = Tickets for required performances

Course Number, Fee and Name of Fee

ART 260 Basic Photography \$30 CS
ART 360 Advanced Photography \$30 CS
ART 460 Photography: Alternative Processes \$30 CS
ART 498 Independent Study (Photography designate only) \$30 CS

BIO 101 Biology \$20 CGS/DM/EMR
BIO 120 Botany \$20 CGS/DM/EMR
BIO 160 Human Anatomy and Physiology I \$20 CGS/DM/EMR
BIO 161 Human Anatomy and Physiology II \$20 CGS/DM/EMR
BIO 170 Comparative Anatomy and Physiology I \$20 CGS/DM/EMR
BIO 171 Comparative Anatomy and Physiology II \$20 DM
BIO 200 Microbiology \$20 CGS/DM/EMR
BIO 320 Ecology \$20 CGS/DM/EMR
BIO 421 Ichthyology \$20 CGS/DM
BIO 422 Herpetology \$20 CGS/DM
BIO 423 Ornithology \$20 CGS/DM
BIO 424 Mammalogy \$20 CGS/DM

CHE 145 Chemistry for the Health Sciences \$20 CGS/EMR
CHE 200 General Chemistry I \$20 CGS/EMR
CHE 201 General Chemistry II \$20 CGS/EMR
CHE 300 Organic Chemistry I \$20 CGS/EMR
CHE 301 Organic Chemistry II \$20 CGS/EMR
CHE 400 General Biochemistry \$20 CGS/EMR

CYS 377 Field Experience I \$15 MI
CYS 477 Field Experience II \$15 MI

CRJ 303 Criminal Investigation I Lab \$20 DM/EMR

HHS 277 Field Experience I \$15 MI
HHS 377 Field Experience II \$15 MI
HHS 477 Field Experience III \$15 MI

MMS 200 Fundamentals of Multimedia \$30 CS/EMR
MMS 205 Digital Imaging \$30 CS/EMR
MMS 300 Advanced Interactive Multimedia \$30 CS/EMR
MMS 305 Interactive Multimedia Development Process \$30 CS/EMR
MMS 350 3D Design/ 3D Rendering \$30 CS/EMR
MMS 400 Web Design and Development \$30 CS/EMR
MMS 405 Digital Portfolio \$30 CS/EMR

MUS 340 Concert Series TBA T

PED 114 Responding to Health Emergencies \$15 DM/EMR/RCC

THE 330 The Dramatic Experience TBA T

VET 120 Introduction to Laboratory Animal Science \$25 DM/EMR
VET 126 Animal Parasitology \$25 DM/EMR
VET 132 Hunt Seat Riding and Equitation I per lesson \$23 ST
VET 202 Small Animal Diseases and Nutrition \$25 DM/EMR
VET 204 Veterinary Clinical Lab Techniques \$25 DM/EMR
VET 206 Handling and Care of Exotics \$25 DM/EMR
VET 208 Veterinary Diagnostic Imaging \$25 DM/EMR
VET 222 Farm Animal Restraint, Diseases, and Nutrition \$25 DM/EMR
VET 224 Surgical Nursing and Anesthesiology \$25 DM/EMR
VET 228 Gross and Clinical Pathology \$25 DM/EMR
VET 234 Hunt Seat Riding and Equitation II per lesson \$23 ST
VET 238 Hunt Seat Riding and Equitation III per lesson \$23 ST
VET 301 Dental Radiography \$25 DM/EMR
VET 320 Advanced Laboratory Animal Science \$25 DM/EMR
VET 330 Hunt Seat Riding and Equitation IV per lesson \$23 ST
VET 336 Hunt Seat Riding and Equitation V per lesson \$23 ST
VET 434 Hunt Seat Riding and Equitation VI per lesson \$23 ST
VET 438 Hunt Seat Riding and Equitation VII per lesson \$23 ST

Student Services

Campus Center

The programs and services offered through the Kevin I. Sullivan Campus Center are a vital part of the educational experience at Medaille. The facility serves as a focal point for college community life and a training ground for students in assuming social responsibility and leadership. The cultural, social, educational, and recreational programs are intended to make free-time activity a cooperative venture with classroom learning.

The Center houses a regulation NCAA basketball court, volleyball courts, jogging track, weight and exercise room, locker rooms, training room, food service area/multi-purpose room, college store, student lounges, student club and organization area, and a private dining room. It also houses the Office of Student Affairs, including the Dean of Students, and departments of Career Planning and Placement, New Student Orientation, Student Activities and SGA, Intercollegiate Athletics, Center for Multicultural Education & Diversity, Personal Counseling, Health Center, Leadership, and Events Management.

Campus Public Safety

The Campus Center program serves students, faculty, staff, alumni, and guests in developing well-rounded individuals working together to enhance the educational opportunities provided through the College.

The College's Campus Public Safety Office is located in the house at 2 Agassiz Circle and its primary responsibility is to work proactively with students, faculty and College departments to identify, reduce and remove the opportunity for crime and criminal activity before it occurs. Public Safety Officers patrol campus buildings, grounds, parking lots and facilities, control traffic and parking as necessary, and are responsible for the safety and security of the College community. Student identification cards

and parking permits are available at this office as well as information and literature to assist in preventing crime and victimization. Anyone encountering safety or security issues, or observing criminal activity, should report it immediately to the Campus Public Safety Office. The Campus Public Safety Office phone number is: (716) 880-2911.

Medaille College annually supplies a security report containing statistics, policies, and a description of programs that promote campus safety. A copy of this report is available to all prospective students and employees, and may be requested by contacting the Admissions Office, the Student Affairs Office, the Public Safety Office or the Web site of the U.S. Department of Education (<http://www.ope.ed.gov/security/>).

The Campus Public Safety Office phone number is: (716) 880-2911.

The Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the United States Department of Education.

New Student Orientation

At the beginning of each semester, freshman, evening, and transfer students take part in a group orientation at Medaille College. Acquainting students with Medaille's staff and dealing with transition issues are the major emphases of the orientation program. Orientation provides students with an opportunity to work with College personnel and discuss academic procedures, expectations, and requirements. Orientation also provides an easy way for new students to get acquainted with each other and become familiar with the campus Culture.

Students are notified by mail as to the date for orientation. The College requires that each new student attend orientation. Students are charged a mandatory fee, as outlined in the letters they receive via mail and their College bill.

Career Planning and Placement

Take advantage of the career planning and placement services provided by the College. These services are offered to all Medaille students. Many of these services remain available to you once you have graduated, too. Check Medaille College's Career Planning web site, www.medaille.edu/careerplanning, for semester activities, career and job search assistance.

- If you would like to discuss your choice of a major, learn about the kinds of jobs available in your field, or discuss your job search, stop in and make an appointment with our staff.
- The Career Library includes career and occupational information, employer directories, and career planning guides. Books can be borrowed for up to two weeks with a student ID.
- Free Group Workshops are offered to all Medaille students. They are scheduled several times every semester for the convenience of day and evening students. The workshops offer help in the following areas: writing cover letters, writing resumes, interviewing. Times, dates, and locations are publicized throughout the College.
- If you wish to explore your career options by learning more about yourself. You can take an interest inventory and discuss the results with a staff member.
- Full-Time and Part-Time Job listings are available to all students and alumni through our on-line system. Each day new jobs are entered for those individuals looking for employment to

assist with college costs or those seeking career-related positions. Visit www.medaille.edu/careerplanning and click on Employment.

- Each semester various events are held to assist students at all levels with career or job-related concerns. Networking events, career fairs, and recruitment activities are designed to help students make connections with the employment community.
- Students may establish placement folders containing references and field placement evaluations. These folders are kept on file and mailed to potential employers upon request.

Center for Multicultural Education and Diversity

The Center for Multicultural Education and Diversity at Medaille College operates on the premise that lifelong intellectual and professional growth is one where differences are highly valued. The center advocates for an inclusive campus environment that respects the pluralistic perspective and promotes equity and appreciation for human diversity among its students, faculty, administrators and staff. The center educates, promotes, and serves to empower the campus community on issues of diversity, multiculturalism and the value of human differences.

Computing Center

The Academic Computing Center (ACC) is located on the second floor of Huber Hall and consists of a 30 workstation open lab, a 25 workstation classroom, and a 20 workstation classroom. The lab is populated with Dell Pentium 4, 3.0 GHz PCs with 512 MB of dualchannel PC3200 (400 MHz) DDR SDRAM and the larger classroom contains Pentium 4, 2.4 GHz PCs with 512 MB of PC1066 RDRAM. The smaller classroom contains P4, 1.5 GHz PCs with 256B of PC800 RDRAM. Each machine has a DVD player, Zip250 drive, sound card and optical scroll mouse, and utilizes a 17" LCD.

All ACC computers run Microsoft Windows XP Pro and are networked via fiber optic backbone accessing the Internet through a T1 line. Each PC room has both laser and color inkjet printers.

The ACC runs Microsoft Office XP Pro and MS Visual Studio.NET, along with a variety of course specific software applications and standard utility applications. Select machines offer Macromedia Studio MX and Print Shop Pro Publisher. Scanners and CDRW drives are available on select machines.

For enhanced presentations and visual demonstrations, both classrooms are equipped with interactive, touch sensitive SmartBoards.

Counseling Center

The Co-unseling Office is staffed by a nationally certified, licensed mental health counselor, and provides free and confidential services to all enrolled Medaille students. Counseling services are designed to help students understand themselves better, resolve problems, and come to terms with difficult issues. Individual counseling, group counseling, and wellness workshops are provided. Assistance with referrals to outside professionals is also provided. Self-help materials on a wide variety of topics are disseminated by the Counseling Office. Day and Evening hours are maintained to meet the needs of all students.

Food Service

The Cafeteria in the Kevin I. Sullivan Campus Center serves breakfast, lunch and dinner Monday through Friday, as well as brunch and dinner on Saturday and Sunday.

The South Residence Hall Snack Bar is open 6pm -11 p.m. Monday through Sunday. It features quick grab n' go items, sandwiches, salads, and munchies. Come for a meal or a snack or just to socialize.

Health Center

The Health Center is located on the second floor of the Kevin I. Sullivan Campus Center and is staffed by a full-time Registered Nurse who serves as the Director of Student Health Services. In addition, the services of a physician are available for students one afternoon per week by appointment. The office coordinates health records, immunization compliance, provides for health and wellness needs, first-aid, health insurance, and educational programming.

Housing and Residence Life

Medaille College requires all students that are not within commuting distance and are under the age of 21 years reside on campus. Our residence life program emphasizes a high-quality environment and is coordinated by professional staff located in the South and North Residence Hall. Prospective resident students have two residence halls to choose from that foster an environment of living and learning, safety, and respect for fellow resident students. Please note priority is given to students from outside the immediate Buffalo area.

Non-traditional students/transfer students who may be interested in housing off-campus should refer to the Housing and Residence Life Office, web page www.medaille.edu/residencelife/ to view the listing of available apartments in the immediate area. While Medaille provides an off-campus referral service, the College accepts no further responsibility in transactions between students and landlords.

Library

Your college days would not be complete without frequent visits to the automated Medaille College Library for that "special" help so necessary for the completion of successful college assignments.

Whether it be research needs, a quiet place to read, or locating instructor reserve information or materials, the Medaille library staff is always there to help. Library services are electronically accessible through Medaille's Home Page on the Internet (www.medaille.edu).

A validated college ID card is necessary to take books out of the library, so please remember to carry it with you.

Multimedia Studio – New Media Institute (NMI)

The Multimedia Studio, also known as the New Media Institute (NMI), is dedicated to teaching and training students in the trends of multimedia technologies. This includes the necessary skills to use the hardware and the software to create interactive CDROMs, designing World Wide Web pages, creating professional presentations, and compiling digital portfolios.

The Multimedia Studio has nine Apple PowerMac G4 computers, each equipped with 733 MHz RAM, 42 gigabyte hard drive space, CDR/CDROM drive, 17" color monitors, Iomega 250 Zip drive, Wacom graphic tablets and external multimedia microphones. Additionally, two multimedia/ digital video editing stations are equipped with DVDR/DVDROM drives, Apple HarmonKardon external speakers, two VCRs, and an analogtodigital video converter. The Multimedia Studio also has a blackandwhite laser printer, color photo printer, two flatbed scanners, a Nikon film/slide scanner, digital still cameras, a digital video camcorder, and two multimedia projectors for student/faculty use. Fast, T1 Ethernet Internet access is available at each machine and for laptop users as well. This facility offers the most uptodate operating system and software needed to create video presentations, DVD authoring, web site creation, graphic design, 3D rendering, image and sound manipulation, and multimedia presentations and projects.

Special Academic Services Office

The Special Academic Services Office coordinates academic support services that assist all students with many transitions that occur during a college career. Student success is a special focus of this office as the Senior Director of Special Academic Services is a liaison for students and is able to answer questions or address concerns or complaints that students may have. Both day and evening hours are available.

Academic Advisement Center

Advisement counselors are available during both day and evening hours on weekdays to provide a wide variety of academic advisement services. If you require assistance with advisement, need to obtain college forms, or have any questions, please stop at the Advisement Center. If services are unable to be rendered at the Center, appropriate referrals will be made. The Advisement Center is located in the lower level of the Main Building.

Academic Skills Center

The Academic Skills Center offers a full range of learning services. Both peer and professional tutoring in a variety of disciplines are available at scheduled times and upon request. Computers with Internet access, study skills workshops, audio/visual resources, reference materials and space for study sessions are all provided in the Center.

Disability Services Office

The Disability Services Office endeavors to assist students with disabilities in all aspects of their college life. Students requesting services and/or accommodations must contact the Disability Services Office directly.

TRIO Office

The TRIO Office, located in the Academic Skills Center, is a federally funded student support services program established to assist eligible students in achieving their academic goals through tutoring, academic and career counseling, and participation in a variety of cultural activities. The relationship between TRIO and the general college environment is designed to maximize students' potential and growth during their college experience.

Substance Abuse Education

Medaille College provides educational programming related to substance abuse. This includes participation in the National Collegiate Alcohol Awareness Week. Workshops and symposiums addressing alcohol and drug use and abuse are provided throughout the year. Personal counseling is available through the office of Counseling. Students may also volunteer to meet with an addictions specialist if they are concerned about their own alcohol/drug abuse. This can be arranged through the Office of Counseling.

Campus Life

Student Activities and Organizations

Campus Activities

Co-curricular (campus) activities are a valuable part of a student's collegiate experience. Involvement complements a student's academic work by providing opportunities to pursue interests, gain valuable experiences, and develop leadership and management skills. It also offers an opportunity to socialize within Medaille's diverse population. Additionally, participation in co-curricular activities increases a student's marketability upon graduation.

Student Development Transcript

The Student Development Transcript is a record of a student's participation in the co-curricular programs at Medaille College. Leadership and other developmental activities are validated through the Student Affairs Office, which assists students in preparation and distribution. Contact the Student Affairs Office for additional information.

Student Activities Board (S.A.B.)

The Student Activities Board is the programming arm of the Student Government Association (S.G.A.). Committees plan a variety of activities, which represents the interests of a diverse student population. In any given year, this may include parties, boat rides, camping and ski trips, theater excursions, lectures, sports events and much more. The program compliments the traditional events, which are held on an annual basis: the Fall and Spring Picnics, the annual Holiday Party, and co-sponsorship of the Awards Banquet.

The Executive Committee of the Activities Board consists of the S.G.A. Vice President for Programming, Treasurer, Secretary/Club Council Representative and Chairs of each of the 5 committees (Arts & Entertainment, On-Campus Events, Off-Campus Events, Cultural & Educational Events and Public Relations). The V.P. for Programming serves on the Student Government Executive Board and is elected by the student body. Anyone who would like to learn more about S.A.B. can contact them at sab@medaille.edu.

Student Organizations

A variety of clubs related to academic majors, communication, cultural, recreational and service learning are available for those students interested.

The following is a listing of the clubs and organizations available to students at Medaille College:

Academic:

Art & Photography Club
Helping Hands Club
Life Sciences Club
Masters of Business Association Student Organization (MBASO)
Philosophy Club
Psychology Club
The Society for Human Resource Management (SHRM)
Sports Management Assist Team
Veterinary Technician Club

Communication:

Perspective
Prelude
WMCB – The Lizzard

Cultural:

Hip Hop Kulture Club
Multicultural Club

Recreational:

Cheerleading
Fencing Club
Medaille College Hockey Club
Student Athlete Advisory Committee (SAAC)

Service:

Commuter Student Council (CSC)
Medaille Music & Drama Club (MMD)
Resident Student Council (RSC)
Students for a Better Community

Student Activities Board (SAB)
Student Government Association (SGA)

To learn more about or sign up for any of the clubs/organizations, contact the Director of Student Activities in C215 at ext. 2127.

Art and Photography

The Art & Photography Club provides students with opportunities for creative expression in the visual arts and access to the art studio and photography darkroom. Students experience cultural events, such as visual art exhibitions in WNY.

Cheerleading

The Medaille College Cheerleaders support athletic endeavors and enhance enthusiasm at Medaille. The Cheerleaders work hard to prepare for competitions and for cheering at basketball games. They

meet several times per week to practice dance routines, chants, cheers and jumps. The Cheerleaders also spend much of the year fundraising for many charitable organizations. The group encourages all students to participate in this organization and help cheer the Medaille Mavericks to victory!

Commuter Student Council (CSC)

The Commuter Student Council is the newest of Medaille's Clubs and Organizations. This group has hit the gas peddle and is speeding along to plan events and programs for the college's commuter population. Featured programs are the Commuter Lunch Series held twice and semester and the Commuter Student Appreciation Day.

Fencing Club

The purpose of the Fencing Club is to bring together all the Medaille community and students into a productive recreational activity. The club is open to all students who show an interest in the goals of the "Medaille Fencers."

Helping Hands Club

The Helping Hands Club (formerly Health & Human Services/Child & Youth Services Club) advises and supports members of the Health & Human Services/Child & Youth Services Programs. The club wishes to expose its members to issues relating to human services and child and youth services, thus enabling them to take notice and participate in community affairs.

Hip Hop Kulture Club

The purpose of the Hip Hop Kulture Club is to guide its members towards freedom from violence and establish advice and protection for the existence and development of the international Hip Hop community. With the help of its members, it will establish a foundation of love, health, awareness, wealth, peace and prosperity.

Life Sciences Club

The Life Sciences Club was founded to advise, support, and counsel all members of the Biology Program. The club wishes to expose its members to issues relating to the life sciences professions, enabling them to plan their professional careers and to become more effective members of their chosen professions.

Masters of Business Association Student Organization

The Masters of Business Association Student Organization (M.B.A.S.O.) is a graduate student founded club that intends to address and meet the needs of the MBA students.

Medaille College Hockey Club

The Medaille College Hockey Club is an opportunity for students, faculty and staff to meet other area colleges on the ice. There are weekly scrimmages/meetings at area rinks. Members are asked to provide some equipment other than jerseys.

Medaille Music & Drama Club (MMD)

The newly named Medaille Music & Drama Club (formerly the Singing Mav's) is an organization which gives students the ability to share their talent with others through choral practices and performances. This year the group plans on holding its first full length musical performance!

Multicultural Club

The Multicultural Club contributes to the overall growth and well being of Medaille College by providing representation to students from diverse backgrounds and varied interests. The group also assists in the campus-wide coordination and planning of activities and programs that provide a cultural experience for the entire campus.

Perspective

The Perspective is a student run newspaper that reports the happenings and events at Medaille College. The paper gives students of all majors a chance to write, edit, and layout a newspaper. Having experience with a publication of this kind greatly compliments a student's co-curricular and academic involvement.

Philosophy Club

The Mavericks of Philosophy is an organization for students interested in engaging the great classic and contemporary questions of philosophy. Through presentations, informal discussions, reading and film seminars, and other activities, the Mavericks promote philosophical dialogue and reflection about a wide variety of significant issues.

Prelude

Each year, the Prelude produces the Medaille College literary magazine. This magazine provides an opportunity for students to publish their fiction, poetry, non-fiction, prose, and artwork in a public venue.

Resident Student Council

The purpose of Resident Student Council (RSC) is to provide Medaille resident students with the opportunity to voice concerns and offer suggestions about their Residence Life experience. The group also provides many programs and activities of interest to resident students and the Medaille community throughout the year.

Society for Human Resource Management (SHRM)

The Society for Human Resource Management (SHRM) acquaints students with the field of Human Resource Management and/or labor relations by providing learning opportunities through interaction with human resource practitioners and on-campus programming.

Student Activities Board

The Student Activities Board (SAB) is the primary programming body for campus activities. This group of students works with the Director of Student Activities to provide quality programs and activities for all students. Joining SAB is an excellent opportunity for students to be involved during their college years. Students in SAB learn the steps of event planning and bring events to campus that are of interest to all students. There are 5 committees students have the opportunity to join within SAB; Arts & Entertainment, On-Campus Programs, Off-Campus Programs, Cultural & Educational and PR/Technology.

Student Athlete Advisory Committee

The Student Athlete Advisory Committee (SAAC) is intended to establish and maintain an environment in which a student-athlete's athletics activities are conducted as an integral part of the student-athlete's educational experience. We encourage the development of sportsmanship and foster positive societal attitudes.

Sports Management Assist Team

The Sports Management Assist Team is a club that works along with the Sports Management major. It is their goal to make connections in the working world that will help members out in their careers.

Student Government Association

The Student Government Association (S.G.A.) unites all its members in a commitment to the ideals for which Medaille stands, to expand the co-curricular life, to coordinate all student organizations, and to act as a medium through which student opinions can be expressed. S.G.A. serves as the liaison between the student body, faculty, administration, and the Office of Student Affairs. S.G.A. consists of volunteer students, elected by students, working for all of the students at Medaille College. More detailed information regarding S.G.A. can be found later in the handbook.

Students for a Better Community

The Students for a Better Community organization provides Medaille students with the opportunity to give back to the Buffalo and Medaille Communities through volunteer work and peer education. The group helps Medaille students feel more involved and give back to their community.

Vet Tech Club

The Vet Tech Club welcomes all students of Medaille to join an organization that is involved in many activities, which promote education of the public regarding wildlife, pet care, and animal husbandry. This organization is dedicated to educating people on the vital role of the veterinary technician.

WMCB - The Lizzard

WMCB – the Lizzard is Medaille's very own radio station. The station is run by students with the direction of two advisors. Students from all majors serve as the station's DJs during assigned shows once a week, based on availability.

Student Government Association

The Office of Student Activities through the Student Government Association (S.G.A.) coordinates student activities. The S.G.A. Finance Committee in conjunction with the Director of Student Activities distributes the Student Activity Fee funds to all of the various clubs and organizations. All of the diverse groups, which operate under the auspices of S.G.A., are described in the beginning of this handbook.

The membership of the S.G.A. consists of:

1. The Executive Board
 - a. President
 - b. Vice President for Legislation
 - c. Vice President for Programming
 - d. Treasurer
 - e. Secretary
 - f. Public Relations Office
 - g. Chairperson of Club Council

1. The Student Representatives
 - a. Senators (9)
 - b. Freshmen Senators (3)
 - c. Evening Student Delegates (3)

To run for a Student Government position, students may pick up an application and petition from the Student Activities Office. Elections for the Executive Board and upper Senators are held during the Spring Semester. Freshmen Senators and any other vacant positions are elected at the beginning of the Fall Semester.

The Student Government Association's Office is located on the second floor of the Campus Center within the Clubs and Organizations room, C217.

Intramurals and Recreation

Medaille College offers a variety of sports at the intramural level of competition including softball, volleyball, indoor soccer, and flag football. Student interest determines those sports offered. Recreational activities include aerobics, bowling, camping, golf, and skiing. These are just a few of the activities available. For more information contact the Student Affairs Office at x.2218.

NCAA Athletic Program

Medaille College sponsors a Division III athletic program through the National Collegiate Athletic Association (NCAA) and is a member of the Allegheny Mountain Collegiate Conference (AMCC) and the Eastern Collegiate Athletic conference (ECAC). Medaille College offers fourteen intercollegiate athletic programs including: women's & men's cross country, soccer, volleyball, basketball and lacrosse, golf, baseball, softball, and women's bowling.

Alumni Association

The Alumni Association promotes camaraderie among former students of the College, keeps alumni informed of innovations at the College, and supports the College through its fundraising activities. Special events are held throughout the academic year. Regularly scheduled meetings are held in the Boardroom. Please call the Director of Alumni Relations on campus or check the Alumni pages on our Web site for the current schedule.

Family Weekend

The College sponsors a weekend of activities each fall for parents and families of students. This provides an opportunity for family members to meet faculty, staff, and administrators and learn more about the College and its educational programs.

Campus Crime Prevention and Security Program

Medaille College's Campus Public Safety and Student Affairs staffs work together with the Campus Crime and Sexual Assault Committee to facilitate a proactive approach to crime prevention, security, and safety on campus. Students are informed about security issues during New Student Orientation. In addition, a variety of educational programs are offered to heighten awareness of public safety. Topics such as sexual assault, self-defense, bias related crime, and crime prevention/safety awareness are discussed by facilitators from both the campus and the community-at-large.

Student Conduct

The Dean of Students or other designated administrative staff ensures that College regulations are enforced. A description of student conduct policies and procedures are available on the College website, www.medaille.edu.

HEGIS Codes

Enrollment in other than registered or otherwise approved programs (by the State Education Department) may jeopardize eligibility for certain student aid awards.

Program Name: HEGIS Code

Bachelor of Science/ Master of Business Administration Degrees

Business Administration (B.S.): 0506
Sport Management (B.S.): 0599

Bachelor of Science Degrees

Biology: 0401
Business Administration: 0506
Computer Information Systems: 0702
Criminal Justice: 2105

Health and Human Services: 2101
Liberal Studies: 4901
Media/Communications: 0605
Psychology: 2001
Sport Management: 0599
Veterinary Technology: 0104

Bachelor of Science in Education Degrees

Elementary Education: Childhood: 0802
Education: Middle Childhood: 0804

Bachelor of Arts Degrees

English: 1501
Psychology: 2001
Social Sciences: 2201
Visual and Digital Arts: 1099

Associate in Science Degrees

Liberal Studies: 5649
Veterinary Technology: 5402

Certificates

Computer Crimes Investigation: 5505
Financial Planning: 5003
Human Resources: 5608
Interactive Multimedia: 5008

Note: New freshman and transfer students for the 2006-2007 academic year are **not** eligible to enroll in any of the following **discontinued** undergraduate degree programs: Child and Youth Services, Computer Information Systems, Creative Writing, Financial Services, Health and Human Services, Human Resources, Literature, Professional Writing, and Social Sciences. The programs will remain active for students who matriculated during or before the 2005-2006 academic year through June 2009.

Programs of Study

Advisory Board Members

Business Degree Programs

Robert Anderson
Director of Compensation Management, Computer Task Group, Inc.

Mark Brand, Esq.
Partner, Phillips, Lytle, Hitchcock, Blaine & Huber, LLP

Geri Grossman
My Executive Coach

William P. Montague
President, Mark IV Industries, Inc.

Michael Rossi
District Pharmacy Manager, Eckerd Drugs

Francine Z. Schaefer

Marsha Young

Computer Information Systems

Paul Eastmer
President, Professional Support, Inc.

David J. Helda
Senior Systems Analyst, Frontier Science Research and Technology Foundation

Gary Kerl
Senior Vice President and Chief Information Officer, Blue Cross & Blue Shield of Western New York, Inc.

Neil Masterman
Lead Analyst, HSBC Bank, U.S.A.

Michael Perry
Systems Analyst, IT Department, Niagara Mohawk/A National Grid Company Regional Information Center

* Judy Ann Sage
Technical Consultant, West Valley Nuclear Services

Criminal Justice

George Alexander
Director, Erie County Probation Department

Pam Beal
Coordinator, Regional Community Policing Center, State University of New York at Buffalo

Christopher Belling
Deputy District Attorney, Erie County District Attorney's Office

Christopher Clark
Deputy Sheriff, Erie County Sheriff's Department

Michael Dujanovich
Director, Central Police Service Laboratory

John V. Elmore, Esq.
Attorney, Elmore and Givens

Mark Henderson
Forensic Scientist, Niagara County Forensics Laboratory

Steven M. MacMartin
Senior Special Agent, U.S. Customs Service, Office of Investigations

The Honorable James A.W. McLeod
Judge, Buffalo City Court

Debra Mims
Crime Prevention Coordinator, Community Oriented Police Satellite, Gloria Parks Community Center

Crystalea Pelletier
Deputy Police Commissioner, Buffalo Police Headquarters

Assemblyman Robin L. Schimming
New York State Assembly

Lieutenant Jacob Ulewski
Buffalo Police Headquarters

William P. Zenosky
Investigator, Appellate Division 4th Department of New York State Supreme Court 8th Judicial District

Health and Human Services

James M. Boles
Executive Director, People, Inc.

Karen Christie
Vice Pres./Operations & Customer Services, United Way of Buffalo & Erie County

Al Dirschberger, Jr.
Administrative Director of Research and Development, Gateway - Longview, Inc.

Gerald Erion
Director of Inpatient & Residential Services, Alcohol and Drug Dependency Services

Richard Gehring
Executive Director, Meals on Wheels of Buffalo & Erie County

Michael Henry
Director of Rehabilitative Services, Buffalo Psychiatric Center

Bertha Hill
Outreach Ministries (People Assisting People), Grace Tabernacle Church

Khaledah Kaudeyr
Director & HIV/AIDS Manager, Geneva B. Scruggs Community Health Care Center, Inc.

Eleanore Martinez
Director, Renaissance House

Douglas Usiak
Executive Director, Independent Living Center

Media/Communications Department

Andy Brocato
Media Services Coordinator, Tops Friendly Markets

Suzanne Chamberlain
Director of Development & Communications, Office of University Development

Mary Beth Marble
Vice President of Media, The Partnership, Ltd.

Brian Meyer
City Government Reporter, The Buffalo News

Mary Murray

Deborah Pettibone
Media Specialist, Roswell Park Cancer Institute

Don Tomasulo
General Sales Manager, Intercom Radio

Anthony Violanti
Arts & Media Critic, The Buffalo News

Timothy Walsh*

Sport Management Program

Ron Bertovich
Commissioner, Mid-Continent Conference NCAA

Kevin Billet, Esq.

M J. Billoni
President, Billoni & Associates

Liz Brochey*
Operations/Administration, Buffalo Bills

Michael Buczkowski
General Manager

Tom Burns
Assistant Vice President for Institutional Advancement, Medaille College

Daniel Carroll
Sr. Accounts Executive, Buffalo Sabres

Debra Grzbek
Human Resource Director, YMCA of Greater Buffalo

Ed Kilgore
Sports Director, WGRZ-TV Channel 2

Seymour Knox IV

Pat LaDuca
Program Director, Village Glen Tennis and Fitness Club

Peter Lonergan
Women's Basketball Coach, Medaille College

Dennis Lynch
Director of Archives, Buffalo Bills

Stan Makowski

Kenneth Martin, Jr.
Director of Community & Diversity Programming, National Hockey League

Jim May
President, Sportsplex, Inc.

Joseph A. Petronella
Chief of Security, Buffalo Bisons

William Munson
Vice President of Operations, Buffalo Bills

Joseph Shaw
Shaw and Shaw, Attorneys at Law

Joseph Vizzi
VP of Sport Services, Provanantage Sports

Bruce Wawrzyniak
International Softball Federation (ISF)

Visual and Digital Arts

Bruce Sodervick
Head of Sculpture, Rochester Institute of Technology

Jan Nagle
Visiting Assistant Professor, School of Art and Design, Alfred University

Scott Propeack
Registrar, Burchfield-Penney Art Center, Buffalo State College

Ms. Cheryl Jackson
Instructor, Buffalo Montessori School

Shasti O'Leary Soudant
Independent Graphic Designer

Adam Weekly
Instructor of Fine Art, Villa Maria College

Veterinary Technology

Barbara Carr
Executive Director, S.P.C.A. (representing the public)

Allison DeLang, LVT
Lancaster, NY (representing Medaille Veterinary Technology graduates)

Peter Freyburger, DVM
Brighton-Eggert Animal Clinic (representing veterinary practitioners)

David Hansen, DVM
Town and Country Animal Clinic (representing Veterinary Technology clinical specialties)

Sonia Kurtz, LVT
Avon Animal Hospital (representing the New York State Veterinary Technician Society)

Jon Mott, LVT, LAT
(Retired) State University of New York at Buffalo (representing laboratory medicine)

Karen Sandle, LVT
Veterinary Specialists of Rochester (representing Medaille Veterinary Technology graduates)

Steven Stoddard, DVM
Perry Veterinary Clinic (representing large animal medicine)

Rene vanEe, DVM, DACVS
Sheridan Animal Hospital, PC, Diplomat, American College of Veterinary Surgeons (representing veterinary practitioners)

Tara Woyton, LVT
US Department of Agriculture, (representing regulatory agencies)

*Alumna/Alumnus

General Education Core

Description of the Core

The overarching purpose of higher education is to broaden the intellectual horizon of individual students – to expose them to new perspectives and challenge preconceived notions. A second, equally important mission, is to equip students with the critical thinking and communication skills that will permit them to be thoughtful, engaged participants in social, political and moral life. Those willing to expand their understanding of the world, to respond to it both creatively and logically, prepare themselves to act effectively in it and draw fully from it.

At Medaille College, the General Education Core actively promotes these goals. An integrated set of liberal arts courses, it strives to ensure that all baccalaureate degree students, regardless of their program or major, achieve certain basic competencies and are exposed to disciplinary fields that, in the opinion of the College's faculty, serve as important elements in the development of accomplished and educated men and women.

Goals of the Core

Students will be able to:

1. Encourage students' pursuit, practice, and enjoyment of an expanded intellectual life.
2. Promote the development of strong skills in the areas of critical reading and thinking, communication, quantitative analysis and information literacy.
3. Foster a deep understanding of and hands-on experience with inquiry practices of disciplines that explore the natural, social and cultural realm and their relation to each other.
4. Cultivate habits of the mind that foster integrative thinking and ability to transfer skills and knowledge from one setting to another.
5. Develop proactive sense of responsibility for individual, civic and social choices.

General Education Courses Required for All Baccalaureate-Degree Students

ENG 110 College Writing II

ENG 200 Analytical Writing

GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression

GEN 220 Colonial N. America: Case Study in Cultural Interaction

GEN 230 Creative Expression

GEN 240 Scientific Discovery

GEN 240 L Scientific Discovery Lab

GEN 410 Baccalaureate Capstone I

GEN 411 Baccalaureate Capstone II

SPE 130 Fundamentals of Public Speaking

Mathematics* (see note)

***Mathematics Requirement:** The College requires that all baccalaureate students achieve a competency in mathematics that includes intermediate algebra and statistics. The algebra requirement may be satisfied through an appropriate score on the math placement test, MAT 114, or equivalent course work. The statistics competency may be satisfied through MAT 201, BIO 301, or equivalent course work. (Degree programs may require specific math courses and/or a specific number of math credits. Check program requirements.)

Course Waivers and Substitutions

Any course approved in place of a course in the General Education Core must be in the discipline of the required course and be at or above its course level. Transfer students for whom GEN 110 is waived must satisfy the requirement set by their degree program; check program requirements.

Computer Literacy

The College encourages all students to achieve the competency in computer skills required for successful completion of college study and entrance into their professional fields. (Degree programs may require specific computer courses; check program requirements.)

Pass/Fail

Courses in the General Education Core may not be taken on a Pass/Fail basis.

Academic Minors

Academic minors are an option available to baccalaureate degree students. Each minor consists of 18-21 semester hours of course work. At least six credit hours in each minor must be completed at the College. Students may not elect a minor from the same discipline as their major program. A minor should be declared by the completion of 60 credit hours. Students wishing to declare minors must do so by the beginning of their junior year (completion of 60 credit hours). Students transferring in more than 60 credit hours must declare their minors by the end of the first semester at Medaille. Students can take a maximum of one concentration and/or two minors. The following minors are available.

Media/Communications (21 credit hours)

MCO 101 Introduction to Mass Communications (3)
MCO 110 Journalism: Organization and Practice (3)
MCO 130 Broadcasting: Principles and Practice (3)
MCO 150 Media Promotion: Organization and Practice (3)
MCO (Any) Media/Communications Elective (3)
MCO (300/400 level) Media/Communications Electives (6)

Psychology (18 Credit Hours)

PSY 100 Introduction to Psychology (3)
PSY (Any) Psychology Elective (3)
PSY (300/400 Level) Psychology Elective (3)

Developmental

PSY 210 Child Development, PSY 240 Adolescence, PSY 349 Psychology of Adulthood (9)

Or

Experimental

PSY 230 Biopsychology, PSY 321 Behavioral Neuroscience, PSY 351 Psychopharmacology (9)

Or

General

PSY 247 Cognitive Psychology, PSY 310 Social Psychology, PSY 370 Abnormal Human Behavior (9)

Pre-Law (21 credit hours)

CRJ 101 Introduction to Criminal Justice (3)

or

POL 101 United States Government (3)

Choose one course from the following: HIS 140, HIS 150, HIS 450, HIS 451 (3)

ENG 205 Introduction to Literature (3)

or ENG 215 Survey of World Literature (3)

PHI 200 Logic (3)

PHI 300 Ethics (3)

PSY (300/400 level) Psychology Elective (3)

or

SOC (300/400 level) Sociology Elective (3)

ENG 290 Argumentation and Persuasion (3)

or

ENG 360 Advanced Report and Proposal Writing (3)

Writing (18 credit hours)

ENG 200 Analytical Writing (3)

Any Five of the following: (15)

ENG 210 Introduction to Creative Writing

ENG 260 Business and Professional Writing (3)

ENG 300 Fiction Workshop (3)

ENG 310 Poetry Workshop (3)

ENG 320 Drama Workshop

ENG 330/331 Prelude Practicum I & II (3)

ENG 360 Advanced Report and Proposal Writing (3)

ENG 400 Senior Portfolio (3)

ENG 477 Writing Field Experience (3)
ENG 498 Independent Study in Writing (3)

Certificate Program

The last 12 credit hours for the certificate program must be completed at Medaille and a student must have a cumulative average of 2.00 or above to receive the certificate. In addition, an application for the certificate must be filed in the Office of the Registrar prior to registering for the last course required for the certificate. The certificate will not be awarded retroactively.

Interactive Multimedia

MMS 200 Fundamentals of Multimedia (4)
MMS 205 Digital Imaging (4)
MMS 300 Advanced Interactive Multimedia (4)
MMS 305 Interactive Multimedia Development Process (4)
MMS 400 Web Design and Development (4)
MMS 405 Multimedia from Scratch: A Digital Portfolio (4)
ENG 110 College Writing II (3)
Total credits: 27

Business Department

- Business Administration
- Sport Management

Business Administration Program Description

The **Business Administration** curriculum is designed to provide the student with the practical, as well as the theoretical knowledge and learning experiences required to be successful in a business environment. The goal of the program is to give students the ability to recognize and capitalize on business opportunities by harnessing the business and economic resources available to them. Medaille's generalist approach imparts a working expertise in all the functional areas of business, enabling the student to better understand the management of a business.

As part of the major requirements each student takes courses in accounting, management, marketing, finance, and law. The computer information systems component seeks to provide a basic familiarity of computers for Business students. The field experience requirement gives students the opportunity for "hands-on" experience applying what has been learned in the classroom to real business situations. Credits for work/life experience can also be earned by students who have had appropriate previous experience in related areas.

The liberal arts and sciences portion of the degree seeks to provide a solid foundation in the humanities and social sciences as well as a background in mathematics and science.

All Business majors should complete 100-level business courses, ENG 110, ENG 200, SPE 130, ECO 200, and ECO 201 during their first two years at Medaille.

Business majors are expected to attend all classes. Students are responsible for all material covered and for any announcements made in any class session whether the student is present or not. Majors in this program may not take any business course Pass/Fail. A 2.0 cumulative grade point average (GPA) is required of all Business majors in their core and elective business courses to graduate.

The Bachelor of Science degree in Business Administration is accredited by the International Assembly for Collegiate Business Education (IACBE).

Credit Distribution

Bachelor of Science Credit Hours

General Education Core

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

**GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression (3)

GEN 220 Colonial N. America: Case Study in Cultural Interaction (3)

GEN 230 Creative Expression (3)

GEN 240 Scientific Discovery (3)

GEN 410 Baccalaureate Capstone I (3)

GEN 411 Baccalaureate Capstone II (3)

MAT 115 Pre-Calculus (3)

SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 30

Major Requirements

ACC 101 Fundamentals of Accounting I (3)

ACC 102 Fundamentals of Accounting II (3)

BUS 299 Business Law I (3)

ECO 200 Macroeconomics (3)

ECO 201 Microeconomics (3)

ECO 260 Econometrics I (3)

ECO 261 Econometrics II (3)

FNS 201 Financial Management (3)

MGT 110 The Concept of Management (3)

MGT 230 Human Resource Management (3)

MGT 302 Operations Management (3)

MGT 420 Policy and Strategy: Case Studies (3)

MKT 120 Principles of Marketing (3)

Minimum Major Credit Hours 39

Experiential Learning

*BUS 377 Field Experience I (3)

*BUS 477 Field Experience II (3)

Minimum Experiential Credit Hours 6

Major Electives or Concentration Area Courses 18 credit hours
(Eighteen credits from one or more areas, six of which must be upper-level credits)

Liberal Arts and Sciences Courses

ENG 205 Introduction to Literature *or*
ENG 215 Survey of World Literature (3)
ENG 260 Business and Professional Writing (3)
***MAT 114 Intermediate Algebra (3)
MAT 216 Introductory Calculus (3)
PSY 100 Introduction to Psychology (3)
PHI (Any) Philosophy Elective (3)

Minimum Liberal Arts and Sciences Credit Hours 18

Free Elective Component 3 credit hours
(May include any college course)

Computer Information Systems Component

CIS 115 Computer Applications (3)
CIS 245 Intermediate Microcomputer Applications (3)
Minimum Computer Information Systems Credit Hours (6)

Total 120 credit hours

*For students with significant business experience, the department offers several options in fulfilling the field experience requirements. Information on these options and waiver applications may be obtained from the Field Experience Coordinator. Waiver applications must be filed at least one semester before implementation according to the following schedule: October 1 for the following Spring semester; March 1 for the following Fall semester.

**Required of first-year students; all other students must substitute a 300/400 level Liberal Arts and Sciences Elective.

***Students who meet the math competency must substitute a 300/400 level Liberal Arts and Sciences Elective.

Sport Management Program Description

The purpose of this program is to provide both a professional and general educational base for individuals seeking careers in the area of sports and recreation management. As defined, "Sport Management is a program designed to prepare students for professional opportunities in sport, event and facilities management, opportunities with clubs, sports organizations/federations, newspapers, television, sporting goods, and the numerous areas of private and public recreation." The core courses are specifically designed to develop a sound background in the management of sports and leisure related organizations.

Sport Management, as a management rather than a physical education program, is unique in the Western New York area as are so many of Medaille College's programs. Significant need as well as support for such a program has been expressed by both the sports and academic communities.

The curriculum includes 120 credits. One-half of these credits are in the liberal arts and sciences and seeks to provide a solid foundation in the humanities and social sciences as well as a background in mathematics and science. The other half of the credits include courses from business, computers, and recreation/ sports areas to prepare the student for the diverse tasks of management in the sports and recreation fields. Another unique feature of the program is the eighteen-credit Major Elective Component that allows students to explore courses in any area that is of interest to them and relevant to their career goals.

Sport Management majors are expected to attend all classes. Students are responsible for all material covered and for any announcements made in any class session whether the student is present or not. Majors in this program may not take any Major Component course Pass/Fail. A minimum 2.0 cumulative grade point average (GPA) is required of all Sport Management majors in their Career Component courses to graduate.

Medaille holds membership in the North American Society for Sports Management and the College Sports Information Directors of America. The Sport Management program was developed using the joint accreditation standards of NASSM and the National Association for Sport and Physical Education (NASPE). The Bachelor of Science degree in Sport Management is accredited by the International Assembly for Collegiate Business Education (IACBE).

Credit Distribution: Bachelor of Science Credit Hours

General Education Core

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

*GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression (3)

GEN 220 Colonial N. America: Case Study in Cultural Interaction (3)

GEN 230 Creative Expression (3)

GEN 240 Scientific Discovery (3)

GEN 410 Baccalaureate Capstone I (3)

GEN 411 Baccalaureate Capstone II (3)

MAT 115 Pre-Calculus or MAT 216 Survey of Introductory Calculus and Its Applications (3)

SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 30

Major Requirements

ACC 101 Fundamentals of Accounting I (3)

ACC 102 Fundamentals of Accounting II (3)

ECO 201 Microeconomics (3)

ECO 260 Econometrics I (3)

ECO 261 Econometrics II (3)

ECO 380 Economics of Sports (3)

FNS 201 Financial Management (3)

MGT 110 The Concept of Management (3)

MGT 230 Human Resource Management (3)

MGT 302 Operations Management (3)

MGT 420 Policy and Strategy: Case Studies (3)

MKT 120 Principles of Marketing (3)
PSY 385 Sports Psychology (3)
SOC 301 Sports in Society (3)
SPM 200 Principles of Sports and Recreation Management (3)
SPM 245 Sports Promotion (3)
SPM 325 Legal and Ethical Issues in Sports and Recreation Management (3)
SPM 400 Sports Facility Planning and Management (3)

Minimum Career Credit Hours 54

Experiential Learning

SPM 377 Field Experience I (1)
SPM 477 Field Experience II (1)
SPM 478 Field Experience III (1)

Minimum Experiential Credit Hours (3)

Major Elective Component 18

(Eighteen credits from one or more areas, six of which must be upper-level credits)

Liberal Arts and Sciences Courses

ENG 205 Introduction to Literature *or*
ENG 215 Survey of World Literature (3)
ENG 260 Business and Professional Writing (3)
**MAT 114 Intermediate Algebra or MAT 115 Pre-Calculus (3)
PSY 100 Introduction to Psychology (3)

Minimum Liberal Arts and Sciences Credit Hours 12

Computer Information Systems Component

CIS (Any) Computer Information Systems Elective (3)

Total 120 credit hours

*Required of first-year students; all other students must substitute a Liberal Arts and Sciences Elective.

**Students who meet the math competency must substitute a Liberal Arts and Sciences Elective.

Communication Department

Media/Communications Program Description

The **Media/Communications** program provides a career-oriented program designed to give the student broad practical and theoretical knowledge of various aspects of communication, television, radio, newspaper, advertising, public relations and digital multimedia.

Courses in Media/Communications, which include experiences of a practical nature, begin in the freshman year to provide the student immediate exposure to communication processes. Field

experiences, permitting the student to observe and work in a chosen communications medium, begin early in the program. They allow students to explore media settings, develop skills, and make contacts that are critical to success in this industry. By the senior year the student may reach and maintain a clear, independent focus on the practical art of communication through the mass media and his/her role in that process.

In addition, the Media/Communications student is given the opportunity to acquire a comprehensive liberal arts background. While enriching his/her specialized program, this may provide the student with a humanistic perspective for the evaluation of his/her role in relation to society and assist toward mutual improvement of self and society.

Media/Communications majors may not take any Career Component course Pass/Fail.

All Media/Communications majors should complete 100-level Communication courses, writing courses (WRT 175 and WRT 200) and SPE 130 during their first year at Medaille. It is also important to complete as many other required 100-level courses as possible in the first two years.

Students may not go out on field experiences (MCO 277, MCO 377, MCO 388, MCO 477) unless their average is 2.5 or better, and unless they have all prerequisite courses completed, as stated in the catalog.

The Communication Department operates and maintains the college photography darkroom, radio lab, and television studio.

Medaille's on-campus radio lab offers students an opportunity to learn production, news, and on-air techniques. The student staff is responsible for all aspects of operating a radio station from programming to final product.

The TV studio allows students to learn various aspects of broadcast production from computer graphics to directing and editing a television program. Students produce their own show, "Medaille Magazine," which airs on local cable systems on public access. Hands-on experience at the production facility is encouraged.

Credit Distribution

Bachelor of Science Major Requirements

General Education Component

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

*GEN 110 Critical Thought and Expression (3)

GEN 220 Colonial N. America(3)

GEN 230 Creative Expression (3)

GEN 240 Scientific Discovery (3)

GEN 410 Baccalaureate Capstone I (3)

GEN 411 Baccalaureate Capstone II (3)

**MAT 114 Intermediate Algebra (3)

MAT 201 Statistics and Society (3)
SPE 130 Fundamentals of Public Speaking (3)

General Education Credit Hours 33

A. Coursework (40 credits)

MCO 101 Introduction to Mass Communications (3)
MCO 110 Journalism: Organization and Practice (3)
MCO 130 Broadcasting: Principles and Practice (3)
MCO 150 Media Promotion: Organization and Practice (3)
MCO 210 Computer Assisted Reporting (3)
MCO 211 Writing for Media (3)
MCO 300 Mass Communication Theory
MCO 301 New Communications Technologies (3)
MCO 355 The Theory of Media Criticism (3)
MCO 400 Media Communications Law and Ethics (3)
MCO 475 Media and Society Seminar (3)
MCO (Any) Media/Communications Elective (3)
MMS 200 Fundamentals of Multimedia (4)

B. Field Experience (11 credits)

MCO 277 Field Experience I (3)
MCO 377 Field Experience II (3)
MCO 477 Field Experience III (5)

Minimum Career Credit Hours 51

Liberal Arts and Sciences Courses (24 Credit Hours)

Required (15)

ART 260 Basic Photography
PHI 200 Logic
PSY 100 Introduction to Psychology (3)
SOC 100 Introduction to Sociology (3)
SPE 315 Advanced Public Speaking

Electives (9)

ECO (Any) Economics Elective
ENG 205 or ENG 215
HIS (Any) History Elective

Free Elective Component (12)

(May include any college course)

Total 120 credit hours

*Required of first-year students; all other students must substitute a 300/400 level Liberal Arts and Sciences Elective.

**Students who meet the math competency must substitute a Liberal Arts and Sciences Elective.

Education Department

Elementary Education: Childhood Program Description

Concentrations in English, Science (Biology), *or* Social Sciences

The Elementary Education: Childhood (1-6) program is divided into two components: career exploration through professional education and the liberal arts and sciences. The professional education component prepares students to function in the contemporary educational system by becoming agents of responsible change. The curriculum explores the current career opportunities for educators while providing a series of rich field-based learning experiences. The program also provides balance by requiring a broad liberal arts and sciences foundation through the college-wide general education core experiences, the liberal arts component, and the completion of a concentration in English, Science, or Social Science. The liberal arts and science courses are designed to offer content-rich experiences that provide the childhood teacher with both depth and breadth.

While continuing work in the liberal arts and sciences, the student has an opportunity to be involved in teaching and decision making in elementary classroom situations through simulation and direct field experience. In the freshman year, a student participates in field observations to develop an awareness of cultural and academic backgrounds of school age children as preparation for the teaching profession. In the sophomore, junior, and senior years, further experiences in working with children of school age, including traditional student teaching, make the academic program more relevant and meaningful. The professional component provides for the student's personal and social growth through awareness of community needs and an opportunity to respond to them. In a wide range of situations, students explore the educational process in increasingly greater depth through the study of basic principles relating to the nature of the learner and the learning process.

All students working toward New York State Certification Childhood Generalist 1-6 will become involved in the professional, field-centered curriculum education. The program provides for completion of a campus-based course of study, pre-student-teaching experiences, and two classroom student teaching situations. Education majors are required to take the New York State Teacher Certification Exams (NYSTCE) as a prerequisite for New York State Certification.

As a requirement for graduation, all students receiving a Bachelor of Science in Education degree must attain a minimum 2.50 cumulative average. If a student performs below the acceptable standard, he/she will need to take and/or retake the course(s) designated to improve weak areas and pass the course(s) with a grade of C or better.

Elementary Education

2004 2003 2002 2001

Placement Rate	89%	100%	94%	88%
% Employed	89%	100%	88%	88%
Further Education	50%	50%	65%	65%

Credit Distribution

All students majoring in elementary education, regardless of subject area concentration, take the following set of common core education courses.

Education Component

A. Course Work

EDU 110 Introduction to Education (3)

EDU 223 Educational Psychology (3)

EDU 232 Basic Concepts of Literacy I (3)

EDU 233 Basic Concepts of Literacy II (3)

EDU 235 Children's Literature (3)

EDU 340 Child Abuse, Drug Awareness, School Violence, and Other Current Issues in Education (1)

EDU 350 Education Methods and Materials: Creative Arts (1)

EDU 351 Education Methods and Materials: Generic Core (3)

EDU 352 Education Methods and Materials: Language Arts (2)

EDU 353 Education Methods and Materials: Mathematics (2)

EDU 354 Education Methods and Materials: Science (2)

EDU 355 Education Methods and Materials: Social Studies (2)

EDU 465 Content Area Literacy (3)

EDU 469 Foundations of Education (3)

ESP 230 Introduction to Special Education (3)

B. Experiential Learning (15 Credits)

EDU 377 Junior Participation & Seminars (3)

EDU 477 Student Teaching /Seminar: Career and Occupational Studies (12)

Minimum Education Credit Hours 52

Bachelor of Science in Education Credit Distribution

Elementary Education: Childhood (1-6) Hours with a Concentration in English

Computer Information Systems Component

CIS 155 Computer Applications in Elementary Education (3)

General Education Component

ENG 110 College Writing II
ENG 200 Analytical Writing
*GEN 110 Critical Thought & Expression
GEN 220 Colonial N. America
GEN 230 Creative Expression
GEN 240 Scientific Discovery
GEN 410 Baccalaureate Capstone I
GEN 411 Baccalaureate Capstone II
**MAT 114 Intermediate Algebra
MAT 125 Concepts in Mathematics
SPE 130 Fundamentals of Public Speaking

Minimum General Education Credit Hours 33

Liberal Arts and Sciences Component

Foreign Language I (3)
Foreign Language II (3)
HIS 140 Early United States History (3)
PHY 104 Physical Science (3)
PSY 100 Introduction to Psychology (3)
PSY 210 Child Development (3)

Minimum Liberal Arts and Sciences Credit Hours 18

English Concentration

ENG 205 Introduction to Literature (3)
ENG 215 Survey of World Literature (3)
ENG 300 Fiction or 310 Poetry or 320 Drama (3)
ENG 305 British Literature: Middle Ages - 18th Century or ENG 315 British Literature: Late 18th C-
20th Century (3)
ENG 325 American Literature: Colonial- Civil War or ENG 335 American Literature: Civil War - 20th
C (3)
ENG 355 Major Literary Forms (3)
ENG 365 Ethnic Literature in America (3)
HUM 300 Literature & the Arts
B. Electives (choose 2) (6 Credits)
ENG 405 Themes/Topics in American Literature
ENG 415 Themes/Topics in British Literature
ENG 425 Themes/Topics in World Literature

Minimum Concentration Credits 30

Total 136 credit hours

*Required of first-year students; all other students must substitute a Free Elective.

**Students who meet the math competency must substitute MAT 201, Statistics and Society.

Bachelor of Science in Education Credit Distribution

Elementary Education: Childhood (1-6) Hours with a Concentration in Science (Biology)

Computer Information Systems Component

CIS 155 Computer Applications in Elementary Education (3)

General Education Component

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

*GEN 110 Critical Thought & Expression (3)

GEN 220 Colonial North America: Case Study in Cultural Interaction (3)

GEN 230 Creative Expression (3)

GEN 410 Baccalaureate Capstone I (3)

GEN 411 Baccalaureate Capstone II (3)

**MAT 114 Intermediate Algebra (3)

MAT 125 Concepts in Mathematics (3)

SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 30

Liberal Arts and Sciences Component

Foreign Language I (3)

Foreign Language II (3)

HIS 140 Early United States History (3)

ENG 205 Introduction to Literature or ENG 215 Survey of World Literature (3)

PHY 104 Physical Science (3)

PSY 100 Introduction to Psychology (3)

PSY 210 Child Development (3)

Minimum Liberal Arts and Sciences Credit Hours 21

Science (Biology) Concentration

BIO 120 Botany (4)

BIO 170 Comparative Anatomy and Physiology I (5)

BIO 171 Comparative Anatomy and Physiology II (5)

BIO 200 Microbiology (4)

BIO 220 Cell Biology (3)

BIO 320 Ecology (4)

BIO 330 Genetics (3)

CHE 145 Chemistry for the Health Sciences (4)

Minimum Concentration Credits 32

Total 138 credit hours

*Required of first-year students; all other students must substitute a Free Elective.

**Students who meet the math competency must substitute MAT 201, Statistics and Society.

Bachelor of Science in Education Credit Distribution

Elementary Education: Childhood (1-6) Hours with a Concentration in Social Sciences

Computer Information Systems Component

CIS 155 Computer Applications in Elementary Education (3)

General Education Component

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

*GEN 110 Critical Thought & Expression (3)

GEN 220 Colonial N. America (3)

GEN 230 Creative Expression (3)

GEN 240 Scientific Discovery (3)

GEN 410 Baccalaureate Capstone I (3)

GEN 411 Baccalaureate Capstone II (3)

**MAT 114 Intermediate Algebra (3)

MAT 125 Concepts in Mathematics (3)

SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 33

Liberal Arts and Sciences Component

Foreign Language I (3)

Foreign Language II (3)

ENG 205 Introduction to Literature or ENG 215 Survey of World Literature (3)

PHY 104 Physical Science (3)

PSY 100 Introduction to Psychology (3)

PSY 210 Child Development (3)

Minimum Liberal Arts and Sciences Credit Hours 18

Social Sciences Concentration

A. Required (24 Credits)

GEO 110 Physical Geography (3)

GEO 310 Cultural Geography (3)

HIS 100 Western Civilization (3)

HIS 101 World Cultures (3)

HIS 140 Early United States History (3)

HIS 315 History of Ethinc America (3)

HIS 401 The of History of Buffalo (3)

HIS 402 The History of New York State (3)
B. Electives (6 credits)
ECO (Any) (3)
POL (Any) (3)

Minimum Concentration Credits 30

Total 136 credit hours

*Required of first-year students; all other students must substitute a Free Elective.

**Students who meet the math competency must substitute MAT 201, Statistics and Society.

Education: Middle Childhood Program Description

The Education: Middle Childhood (5-9) program is divided into two components: career exploration through professional education and the liberal arts and sciences. The professional education component prepares students to function in the contemporary educational system by becoming agents of responsible change. The curriculum explores the current career opportunities for educators while providing a series of rich field-based learning experiences. The program also provides balance by requiring a broad liberal arts and sciences foundation through the college-wide general education core experiences, the liberal arts component, and the completion of a concentration in English, Science, or Social Science. The liberal arts and science courses are designed to offer content-rich experiences that provide the middle childhood teacher with both depth and breadth.

While continuing work in the liberal arts and sciences, the student has an opportunity to be involved in teaching and decision making in middle-level classroom situations through simulation and by direct field experience. In the freshman year, a student participates in field observations to develop an awareness of cultural and academic backgrounds of middle school age children as preparation for the teaching profession. In the sophomore, junior, and senior years, further experiences in working with children of middle school age including traditional student teaching make the academic program more relevant and meaningful. The professional component provides for the student's personal and social growth through awareness of community needs and an opportunity to respond to them. In a wide range of situations, students explore the educational process in increasingly greater depth through the study of basic principles relating to the nature of the learner and the learning process.

All students working toward New York State Certification Middle Childhood Generalist 5-9 will become involved in the professional, field-centered education component. The program provides for completion of a campus-based course of study, pre-student-teaching experiences, and two classroom student teaching situations. Education majors are required to take the New York State Teacher Certification Exams (NYSTCE) as a prerequisite for New York State Certification.

As a requirement for graduation, all students receiving a Bachelor of Science in Education degree must attain a minimum 2.50 cumulative average. If a student performs below the acceptable standard, he/she will need to take and/or retake the course(s) designated to improve weak areas and pass the course(s) with a grade of C or better.

Credit Distribution

All students majoring in Middle Childhood Education, regardless of subject area concentration, take the following set of common core education requirements:

Education Component

A. Course Work (37 Credits)

- EDU 110 Introduction to Education (3)
- EDU 223 Educational Psychology (3)
- EDU 234 The Adolescent Reader & Literacy (3)
- EDU 235 Children's Literature (3)
- EDU 340 Child Abuse, Drug Awareness, School Violence, and Other Current Issues in Education (1)
- EDU 345 Middle School Child & Curriculum (3)
- EDU 350 Education Methods and Materials: Creative Arts (1)
- EDU 351 Education Methods and Materials: Generic Core (3)
- EDU 352 Education Methods and Materials: Language Arts (2)
- EDU 353 Education Methods and Materials: Mathematics (2)
- EDU 354 Education Methods and Materials: Science (2)
- EDU 355 Education Methods and Materials: Social Studies (2)
- EDU 465 Content Area Literacy (3)
- EDU 469 Foundations of Education (3)
- ESP 230 Introduction to Special Education (3)

B. Experiential Learning (15 Credits)

- EDU 377 Junior Participation & Seminars (3)
- EDU 477 Student Teaching/Seminar: Career and Occupational Studies (12)

Minimum Education Credit Hours 52

Bachelor of Science in Education Credit Distribution

Education: Middle Childhood (5-9) Hours with a Concentration in English

Computer Information Systems Component

- CIS 155 Computer Applications in Elementary Education (3)

General Education Component

- ENG 110 College Writing II
- ENG 200 Analytical Writing
- *GEN 110 Critical Thought & Expression
- GEN 220 Colonial N. America
- GEN 230 Creative Expression
- GEN 240 Scientific Discovery
- GEN 410 Baccalaureate Capstone I
- GEN 411 Baccalaureate Capstone II
- **MAT 114 Intermediate Algebra
- MAT 125 Concepts in Mathematics
- SPE 130 Fundamentals Of Public Speaking

Minimum General Education Credit Hours 33

Liberal Arts and Sciences Component

Foreign Language I (3)
Foreign Language II (3)
HIS 140 Early United States History (3)
PHY 104 Physical Science (3)
PSY 100 Introduction to Psychology (3)
PSY 210 Child Development (3)
PSY 240 Adolescence (3)

Minimum Liberal Arts and Sciences Credit Hours 21

English Concentration

ENG 205 Introduction to Literature (3)
ENG 215 Survey of World Literature (3)
ENG 300 Fiction or 310 Poetry or 320 Drama (3)
ENG 305 British Literature: Middle Ages - 18th Century or ENG 315 British Literature: Late 18th C-
20th Century (3)
ENG 325 American Literature: Colonial- Civil War or ENG 335 American Literature: Civil War - 20th
C (3)
ENG 355 Major Literary Forms (3)
ENG 365 Ethnic Literature in America (3)
HUM 300 Literature & the Arts
B. Electives (choose 2) (6 Credits)
ENG 405 Themes/Topics in American Lit.
ENG 415 Themes/Topics in British Lit.
ENG 425 Themes/Topics in World Lit.

Minimum Concentration Credits 30

Total 139 credit hours

*Required of first-year students; all other students must substitute a Free Elective.

**Students who meet the math competency must substitute MAT 201, Statistics and Society.

Bachelor of Science in Education Credit Distribution

Education: Middle Childhood (5-9) Hours with a Concentration in Science (Biology)

Computer Information Systems Component

CIS 155 Computer Applications in Elementary Education (3)

General Education Component

ENG 110 College Writing II (3)
ENG 200 Analytical Writing (3)

*GEN 110 Critical Thought & Expression (3)
GEN 220 Colonial North America: Case Study in Cultural Interaction (3)
GEN 230 Creative Expression (3)
GEN 410 Baccalaureate Capstone I (3)
GEN 411 Baccalaureate Capstone II (3)
**MAT 114 Intermediate Algebra (3)
MAT 125 Concepts in Mathematics (3)
SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 30

Liberal Arts and Sciences Component

Foreign Language I (3)
Foreign Language II (3)
HIS 140 Early United States History (3)
ENG 205 Introduction to Literature or ENG 215 Survey of World Literature (3)
PHY 104 Physical Science (3)
PSY 100 Introduction to Psychology (3)
PSY 210 Child Development (3)
PSY 240 Adolescence (3)

Minimum Liberal Arts and Sciences Credit Hours 24

Science (Biology) Concentration

BIO 120 Botany (4)
BIO 170 Comparative Anatomy and Physiology I (5)
BIO 171 Comparative Anatomy and Physiology II (5)
BIO 200 Microbiology (4)
BIO 220 Cell Biology (3)
BIO 320 Ecology (4)
BIO 330 Genetics (3)
CHE 145 Chemistry for the Health Sciences (4)

Minimum Concentration Credits 32

Total 141 credit hours

*Required of first-year students; all other students must substitute a Free Elective.

**Students who meet the math competency must substitute MAT 201, Statistics and Society.

Bachelor of Science in Education Credit Distribution

Education: Middle Childhood (5-9) Hours with a Concentration in Social Sciences

Computer Information Systems Component

CIS 155 Computer Applications in Elementary Education (3)

General Education Component

ENG 110 College Writing II (3)
ENG 200 Analytical Writing (3)
*GEN 110 Critical Thought & Expression (3)
GEN 220 Colonial N. America (3)
GEN 230 Creative Expression (3)
GEN 240 Scientific Discovery (3)
GEN 410 Baccalaureate Capstone I (3)
GEN 411 Baccalaureate Capstone II (3)
**MAT 114 Intermediate Algebra (3)
MAT 125 Concepts in Mathematics (3)
SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 33

Liberal Arts and Sciences Component

Foreign Language I (3)
Foreign Language II (3)
ENG 205 Introduction to Literature or ENG 215 Survey of World Literature (3)
PHY 104 Physical Science (3)
PSY 100 Introduction to Psychology (3)
PSY 210 Child Development (3)
PSY 240 Adolescence (3)

Minimum Liberal Arts and Sciences Credit Hours 21

Social Sciences Concentration

A. Required (24 Credits)

GEO 110 Physical Geography (3)
GEO 310 Cultural Geography (3)
HIS 100 Western Civilization (3)
HIS 101 World Cultures (3)
HIS 140 Early United States History (3)
HIS 315 History of Ethinc America (3)
HIS 401 The of History of Buffalo (3)
HIS 402 The History of New York State (3)

B. Electives (6 credits)

ECO (Any) (3)
POL (Any) (3)

Minimum Concentration Credits 30

Total 139 credit hours

*Required of first-year students; all other students must substitute a Free Elective.

**Students who meet the math competency must substitute MAT 201, Statistics and Society.

Humanities Department

- English
- Visual and Digital Arts

English Program Description

Concentrations in Creative Writing and Professional Writing

The study of **English** provides students with the opportunity to explore the centrality of written expression in understanding and giving meaning to human experience. Through dynamic and multifaceted investigations of the immense creative possibilities of language, students who major in English develop clarity of thought, precise writing and speaking skills, informed critical judgment, and a keen awareness of the power of language to shape personal and social relations. The development of these competencies provides excellent preparation for careers in teaching, law, business and management, government, publishing, technical writing, journalism, writing for media, public relations, library science, and many other areas of professional and creative endeavor. Additionally, the English major is ideal preparation for law or graduate school.

Students majoring in English develop a strong foundation in (1) the historical development of American and British literature; (2) the major genres of literary expression—prose, poetry, and drama; (3) the principal critical-theoretical approaches to reading and writing; and (4) the practice of writing in a variety of professional and academic contexts. Students also are exposed to literature outside of the American and British traditions, as well as to other forms of expression—for example, art, philosophy, theater, music—that make up the Humanities. In addition, English majors complete a field experience by interning with a local business or organization. The field experience allows students to apply the knowledge, skills, and values that they have learned in a professional setting.

Students who complete the program earn a Bachelor of Arts in English. Students who have a particular interest in the craft of writing can tailor their curriculum to combine their Bachelor of Arts in English with a formal concentration in either Creative Writing or Professional Writing. While all English majors gain a broad grounding as mature writers in a variety of genres and professional contexts, students who choose one of these formal concentrations extend their learning to develop a thorough understanding of writing as a complex, rigorous discipline of study in its own right. All English majors, but especially those who choose a concentration in Creative or Professional Writing, benefit from one-on-one interactions with faculty who are themselves published writers of literary criticism, poetry, fiction, or multimedia. They also benefit from a number of extracurricular opportunities, such as The Write Thing Reading Series, which allows students to interact with nationally and internationally acclaimed writers in an intimate setting.

Students who know that they would like to teach English at the secondary level can matriculate in an English major specially designed to allow students to earn a Bachelor of Arts in English with certification as an Adolescent English Teacher in as few as 123 credits. This major combines the majority of the courses that English majors take with a uniquely tailored Education curriculum that prepares students to be certified as English teachers in the New York State school system. This major

also provides the ideal foundation to earn the Masters degree required of all tenured teachers in New York.

Program Goals

1. to enrich students' understanding of the historical development of American and British literature and of the English language
2. to expose students to both canonical and non-canonical literary texts, as well as to literature in English outside of the American and British traditions
3. to enhance students' comprehension of the major genres of literary expression: prose, poetry, and drama
4. to familiarize students with major critical-theoretical approaches to analyzing literary texts: as aesthetic objects, as historical registers, as social documents, as occasions for meditation or revolution
5. to increase students' abilities to read closely and to make informed critical judgments
6. to develop students' abilities to communicate clearly and persuasively, both orally and in writing
7. to develop students' awareness of cultural diversity so that they can communicate with reflection, sensitivity, and intelligence
8. to prepare students for careers in teaching, writing, and other fields that require precise communication and intellectual discernment

Program Objectives

Upon successful completion of the requirements for the English major, students will be able to:

1. identify major literary movements and authors in the American and British traditions
2. explain the historical development of the English language in relationship to social, political, and cultural circumstances
3. identify significant literary contributions outside of the American and British traditions and traditional literary canons
4. define the major literary genres: prose, poetry, and drama
5. situate and analyze literary texts in historical, intellectual, and aesthetic contexts
6. communicate clearly, precisely, and persuasively in a variety of professional and academic contexts, both orally and in writing
7. listen and respond sensitively and intelligently to multiple points of view
8. integrate the skills and competencies fostered through the study of English in order to develop a desired career and/or pursue graduate study.

Credit Distribution

Bachelor of Arts

General Education Core (30 Credits)

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

GEN 110 Ideas and Experiences Introduction to Critical Thought and Expression (3)

GEN 220 Colonial North America: Case Study in Cultural Interaction (3)

GEN 240 Scientific Discovery (3)

GEN 410 Baccalaureate Capstone I (3)
GEN 411 Baccalaureate Capstone II (3)
MAT 114 Intermediate Algebra or above as determined by placement test (3)
MAT 201 Statistics and Society (3)
SPE 130 Fundamentals of Public Speaking (3)

Major Requirements and Electives (48 Credits)

A. Major Requirements (33 credits)

ENG 205 Introduction to Literature (3)
ENG 210 Introduction to Creative Writing (3)
(fulfills GEN 230 requirement)
ENG 215 Survey of World Literature (3)
ENG 260 Business and Professional Writing (3)
ENG 305 British Literature: Middle Ages to the Eighteenth Century (3)
ENG 315 British Literature: Late Eighteenth Century through the Twentieth Century (3)
ENG 325 American Literature: Colonial to the Civil War (3)
ENG 335 American Literature: Civil War through the Twentieth Century (3)
ENG 360 Advanced Report and Proposal Writing (3)
ENG 365 Ethnic Literature in America (3)
ENG 460 Literary Theory & Criticism: English Seminar (3)
ENG 477 English Field Experience (3)

B. Major Electives (12 credits)*

Choose one (1) of the following: (3)

ENG 300 Fiction Workshop
ENG 310 Poetry Workshop
ENG 320 Drama Workshop

Choose three (3) of the following: (9)

ENG 345 Film Art and Appreciation
ENG 355 Major Literary Forms
ENG 405 Themes and Topics in American Literature
ENG 415 Themes and Topics in British Literature
ENG 425 Themes and Topics in World Literature
ENG 435 Major Literary Figures

Liberal Arts and Sciences Courses (24 Credits)

A. Liberal Arts and Sciences Requirements (18 credits)

FRE 101 Elementary French I (3)
Or
SPA 101 Elementary Spanish I (3)
FRE 102 Elementary French II (3)
Or

SPA 102 Elementary Spanish II (3)
HIS 100 Western Civilization (3)
Or
HIS 101 World Cultures (3)
HIS 315 History of Ethnic America (3)
HUM 300 Literature and the Arts (3)
PHI 300 Ethics (3)

B. Liberal Arts and Sciences Electives (6 credits)*

Choose one (1) of the following: (3)

Any APY, ART, BIO, CHE, ECO, ENG, GEO, HIS, HUM, LNG, MAT, MUS, PHI, PHY, POL, PSY, SSC, SOC, THE course

Choose one (1) of the following: (3)

Any 200 level or above APY, ART, BIO, CHE, ECO, ENG, GEO, HIS, HUM, LNG, MAT, MUS, PHI, PHY, POL, PSY, SSC, SOC, THE, course

Free Elective Component (18 credits or 6 credits w/ optional concentration)**

Any College Course 18/6

Total Credit Hours for B.A. in English 120 or 121

Optional Concentrations

Creative Writing Concentration (12 credits)**

ENG 330 *Prelude* Practicum I & II 3
ENG 400 Senior Portfolio 3

Choose two (2) of the following:* (6)

ENG 300 Fiction Workshop
ENG 310 Poetry Workshop
ENG 320 Drama Workshop
ENG 498 Independent Study in Writing

Professional Writing Concentration (12 or 13 credits)**

MCO 110 Journalism: Organization and
Practice (3)
ENG 400 Senior Portfolio (3)

Choose one (1) of the following:* (3)

MCO 150 Media Promotion: Organization
and Practice
MCO 211 Writing for Media
MCO 212 News Writing

Choose one (1) of the following:* (3) or (4)
MMS 200 Fundamentals of Multimedia (4)
MCO 315 Feature Writing
MCO 320 Copy Writing
ENG 330 *Prelude* Practicum I & II

*Electives must be chosen in consultation with the Department Chair and/or appropriate Program Director.

**English majors who choose to pursue a formal concentration in either Creative Writing or Professional Writing will use twelve (12) of their free elective credits to fulfill the concentration requirements. As with all elective credits, majors must consult with the Department Chair and/or appropriate Program Director before scheduling any elective credits.

Visual and Digital Arts Program Description

The experience and practice of visual art enhances the imaginative and creative aspects of life, develops the aesthetic faculties, and nurtures the human spirit. Through the study and practice of making art, **Visual and Digital Arts** majors explore both traditional art-making forms (including drawing, design, painting, photography, and ceramics) and digital arts (imaging, video, sound design, and communication design). By experiencing both traditional and digital visual media, Visual and Digital Arts majors will develop a mastery of contemporary theories and ideas of artistic expression, preparing them for careers in the fast-growing digital world. Visual and Digital Arts majors will present a senior exhibition/digital portfolio, which must be preceded by the successful completion of a junior year portfolio review. Graduates will be able to apply traditional and digital arts to a variety of academic, business, and entertainment contexts and will be prepared to pursue graduate studies.

Majors will also benefit from a strong core of classes chosen from among the disciplines that make up the Humanities—art, literature, linguistics, music, speech, theatre, and writing. This program's core provides students with cultural literacy and sensitivity and leads majors to develop reflective intelligence, honed by exposure to classics of human thought and expression, philosophical rigor, and creativity in various disciplines.

Credit Distribution: Bachelor of Arts

General Education Core (30 Credits)

ENG 110 College Writing II (3)
ENG 200 Analytical Writing (3)
GEN 110 Ideas and Experiences Introduction to Critical Thought and Expression (3)
GEN 220 Colonial North America: Case Study in Cultural Interaction (3)
GEN 240 Scientific Discovery (3)
GEN 410 Baccalaureate Capstone I (3)
GEN 411 Baccalaureate Capstone II (3)
MAT 114 Intermediate Algebra or above as determined by placement test (3)

MAT 201 Statistics and Society (3)
SPE 130 Fundamentals of Public Speaking (3)

Major Requirements (45 Credits)

ART 230 Two-Dimensional Design and Color Theory (3)

ART 240 Drawing (3)

ART 260 Basic Photography (3)

ART 320 Painting (3)

MMS 200 Fundamentals of Multimedia (4)

MMS 205 Digital Imaging (4)

MMS 300 Advanced Interactive Multimedia (4)

MMS 350 3D Design/3D Rendering (4)

MMS 400 Web Design and Development (4)

ART 405 Senior Exhibition or

MMS 405 Digital Portfolio (4)

Visual or Digital Arts Electives (9)

Choose three courses from the following: ART 305, ART 340, ART 360, ART 370, ART 398, ART 420, ART 450, ART 451, ART 452, ART 453, ART 460, ART 498, MCO 267, MMS 305, MMS 498, WRT 312

Liberal Arts and Sciences Courses (24 Credits)

ART 214 Survey of World Art I: Ancient through Medieval (3)

ART 215 Survey of World Art II: Renaissance through Modern (3)

FRE 101 Elementary French I or

SPA 101 Elementary Spanish I (3)

FRE 102 Elementary French II or

SPA 102 Elementary Spanish II (3)

HUM 300 Literature and the Arts (3)

PHI 170 Issues in Philosophy (3)

Choose two courses from the following: (6)

HUM, LNG, MUS, PHI, SPE, THE, ENG 205 or above

Social Science Elective (6 credits)

Choose two courses from the following: (6)

APY, ECO, GEO, HIS, POL, PSY, SOC

Free Elective Component (15)

Any College Course (15)

Total Credit Hours for B.A. in Visual And Digital Arts 120

*Required of first-year students; all other students must substitute a 200 level or above Free Elective.

Interdisciplinary Studies Department

- A.S. in Liberal Studies
- B.S. in Liberal Studies

Liberal Studies Program Description

The **Liberal Studies** program is part the College's Interdisciplinary Studies Department and is based on the development of an individualized course of study by a student and his/her advisor. This allows students to tailor their course work to meet their personal interests and needs. Apart from the basic liberal arts requirements, students are free to select a major percentage of their courses within elective categories. This gives students the responsibility of planning a coherent study program while at the same time allowing them the freedom to sample many disciplines and career areas.

Elective courses are broken into two categories:

1. Liberal arts and sciences electives which must be chosen from offerings in humanities, social sciences, multimedia, natural sciences or mathematics.
2. Free electives which may include the previous areas as well as any of Medaille's career courses and professional, technical and occupational courses transferred from two- or four-year institutions, by the American Institute of Banking, the Office of Non-Collegiate Instruction of the New York State Education Department and through Servicemember's Opportunity Colleges. Other non-traditional approaches to granting credit, such as Prior Learning Assessment, may be applied toward the Liberal Studies degree.

The degree options of the Liberal Studies program allow students the opportunity to utilize prior recognized educational and professional experiences which frequently are not applicable or transferable to other degree programs. Because of the unique nature of the program, an individual interested in obtaining the Liberal Studies degree should consult with the department chairperson in order to discuss his/her educational background and to plan an educational goal. Students must work closely with their academic advisor throughout their studies to discuss course selections. It is also strongly recommended that early in the program students visit the Career Planning and Placement Office to help them identify their own personal and career goals. This goal identification is of great importance to students when selecting electives which will help them meet their needs.

A Liberal Studies student often completes a specific minor such as Literature, Computer Information Systems, or Business. In addition, students may choose to organize their electives around a central topic or theme such as American Studies. This guide theme could include liberal arts electives in humanities and social sciences and free electives in political science. Another example could be students interested in working in sales who would have the flexibility of taking a combination of courses in business, advertising, speech, writing, public relations and other related areas to prepare them for success in this field. Many other theme areas may be planned by a student and his/her advisor. Students in Liberal Studies can therefore design their college program to suit individual needs and interests.

Credit Distribution

Associate in Science

General Education Component (15)

****GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression (3)
ENG 100-110 or 110-200 Writing (6)
***MAT 114 Intermediate Algebra (3)
MAT 201 Statistics and Society (3)

Liberal Arts and Sciences Component (18)

Humanities Electives (6)
(May include any ART, DAN, ENG, FRE, HUM, MUS, PHI, SPA, SPE, THE, course)
Social Sciences Electives (6)
(May include any APY, CRJ, ECO, GEO, HIS, POL, PSY, SSC, SOC course)
Liberal Arts and Sciences Electives (6)
(May include any APY, ART, BIO, CHE, CRJ, DAN, ENG, ECO, FRE, GEN, GEO, HIS, HUM, MAT, MMS, MUS, PHI, PHY, POL, PSY, RDG, SSC, SOC, SPA, SPE, THE, WRT course)

Free Elective Component (27)

(May include any college course)

Total 60 credit hours

***Students who meet the math competency must substitute a Free Elective.

****Required of first-year students; all other students must substitute a Liberal Arts and Sciences Elective. Because of the limited number of elective hours required for the associate degree, the in-depth concept and theme topics are not required. However, students are encouraged to organize their electives according to their future career and educational goals. In addition, students are counseled to select courses which may later lead to a baccalaureate degree.

Credit Distribution

Bachelor of Science

General Education Component

ENG 110 College Writing II (3)
ENG 200 Analytical Writing (3)
**GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression (3)
GEN 220 Colonial N. America: Case Study in Cultural Interaction (3)
GEN 230 Creative Expression (3)
GEN 240 Scientific Discovery (3)
GEN 410 Baccalaureate Capstone I (3)
GEN 411 Baccalaureate Capstone II (3)
*MAT 114 Intermediate Algebra (3)
MAT 201 Statistics and Society (3)
SPE 130 Fundamentals of Public Speaking (3)
Minimum General Education Credit Hours (33)

Liberal Arts and Sciences Component (36)

ENG 205 or 215 (3)

Choose any **five** courses from the following disciplines (15)

APY 100 Introduction to Anthropology

ECO 200 or ECO 201

GEO 110 Physical Geography

HIS 100 or HIS 101 or HIS 140 or HIS 150

POL 100 or POL 101

PSY 100 Introduction to Psychology

SOC 100 Introduction to Sociology

Electives (21)

(300 or 400 level) Liberal Arts and Sciences Electives (18)

(May include any APY, ART, BIO, CHE, CRJ, DAN, ECO, ENG, FRE, GEN, GEO, HIS, HUM, MAT, MMS, MUS, PHI, PHY, POL, PSY, RDG, SSC, SOC, SPA, SPE, THE, course)

Free Elective Component (51)

Attention should be given here to include courses above the “Introductory” level. The course selection under this area may include any course for which college credit is granted; appropriateness of transfer college credit will be determined by the Registrar.

TOTAL 120 credit hours

*Students who meet the math competency must substitute a Free Elective.

**Required of first-year students; all other students must substitute a Free Elective.

Mathematics and Sciences Department

- Biology

Biology Program Description

The purpose of the Bachelor of Science degree program in **Biology** is to provide rigorous training to those students desiring careers in the biological, biomedical, and environmental sciences. The program also provides the necessary preparation to those students who wish to pursue graduate training in biology, medicine, or veterinary science. The goal of the program is to produce graduates who, having been trained in the analytical and investigative techniques of the biological sciences, are ready to embark on promising careers in government, industry, and biomedical sciences.

The Biology major at Medaille is designed to introduce students to the broad spectrum of biological knowledge, from the complexities of the single cell to the dynamics of the ecosystem, and to develop an awareness of the achievements, methods, potentials, and limitations of the biological sciences. Consistent with a liberal education, the Biology major includes a combination of required and elective courses. Students may utilize their electives to experience the rich traditions of the liberal arts, to develop significant expertise in a second area of study, such as communications or management, or to acquire an additional degree or certification, e.g., the Associate in Science degree in [Veterinary Technology](#).

The curriculum consists of a 40-credit core of courses designed to allow students to explore, in depth, the analytical procedures and principle tenets of thought in biological science. The core consists of (a) eight required courses in botany, cell biology, ecology, genetics, microbiology, epidemiology and biostatistics, and comparative anatomy and physiology; and (b) a choice of electives from courses that include immunology, animal behavior, advanced vertebrate physiology, herpetology, ichthyology, ornithology, mammalogy, organic evolution, developmental biology, and biochemistry. Students also take courses in general and organic chemistry, and mathematics. The design of the Biology curriculum is such that graduates of Medaille's Associate in Science degree program in Veterinary Technology may transfer into the Bachelor of Science degree program in Biology without loss of any credits, provided they take the appropriate chemistry and liberal arts sequences.

Credit Distribution: Bachelor of Science

General Education Core (30 credits)

BIO 301 Epidemiology and Biostatistics (3)
ENG 110 College Writing II (3)
ENG 200 Analytical Writing (3)
*GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression (3)
GEN 220 Colonial N. America: Case Study in Cultural Interaction (3)
GEN 230 Creative Expression (3)
GEN 410 Baccalaureate Capstone I (3)
GEN 411 Baccalaureate Capstone II (3)
**MAT 115 Pre-Calculus (3)
SPE 130 Fundamentals of Public Speaking (3)

Major Requirements (37 Credits)

A. Required Courses (28 credits)

BIO 120 Botany (4)
BIO 170 Comparative Anatomy and Physiology I (5)
BIO 171 Comparative Anatomy and Physiology II (5)
BIO 200 Microbiology (4)
BIO 220 Cell Biology (3)
BIO 320 Ecology (4)
BIO 330 Genetics (3)

B. *Biology Electives (9)**

Liberal Arts and Sciences Courses (19 credits)

A. Required Courses

CHE 200 General Chemistry I (4)
CHE 201 General Chemistry II (4)
CHE 300 Organic Chemistry I (4)
CHE 301 Organic Chemistry II (4)
PHI 300 Ethics (3)

Other (3 credits)

CIS 115 Computer Information Systems 115 or Above (3)

Free Electives (39 Credits)

(May include any college course)

Total 128 credit hours

*Required of first-year students; all other students must substitute a Social Sciences Elective.

**Students who meet the math requirement by placement must substitute a Free Elective.

(*** Students must choose three courses from the following: BIO 303, BIO 310, BIO 340, BIO 370, BIO 371, BIO 421, BIO 422, BIO 423, BIO 424, BIO 430, BIO 470, BIO 498, CHE 400)

Note: Students planning to apply for admission to graduate, medical, or veterinary school are strongly encouraged to take CHE 400 General Biochemistry, PHY 200 Principles of Physics I, PHY 201 Principles of Physics II, and MAT 216 Survey of Introductory Calculus and Its Applications. Students interested in professional careers in medicine are advised to develop a foundation in the humanities and social sciences.

Social Sciences Department

Criminal Justice Program Description

Concentration in Computer Crimes Investigation

The Bachelor of Science degree in **Criminal Justice**, which can be completed by attending the College's day or evening program, provides rigorous training to students desiring a career in law enforcement, or those eventually obtaining a graduate degree. The College's goal is to produce graduates who, having been trained in procedures and law by working professionals, are ready to embark on promising and expanding careers in law enforcement agencies.

The Criminal Justice program focuses on criminal law and criminal procedure. The curriculum requires 120 credit hours and consists of a 37 credit core of courses enabling students to explore, in depth, the many procedures, agencies, and personnel involved as a person moves through the criminal justice system. In addition, the program provides the opportunity for students to participate in hands-on internship positions, creating exposure to actual job conditions and experiences.

The program also articulates with two-year degree programs in criminal justice in the Western New York area by accepting, as transfers, credits from these programs. Another unique feature of the program is the twelve-credit Elective Study Area Component that allows students to explore courses in any area that is of interest to them and relevant to their career goals, such as business, human services, or social science.

Medaille's Criminal Justice program was designed to make the most of a student's previous college transfer credits. In addition, the College recognizes the educational value of and awards credit for many types of life experience related to our degree programs. Law enforcement personnel returning for this degree may apply for Challenge Exams for various courses that relate to their occupation. The College stresses the importance of gaining work experience that is related to a student's major

program of study. In the Criminal Justice program, students have the opportunity to fulfill six credit hours worth of hands-on learning through field experiences. This aspect of a student's education involves spending up to 120 hours in the field. As a Criminal Justice major, you may find experience opportunities in law enforcement agencies, public defenders offices, private security firms, and pretrial services.

Credit Distribution

Bachelor of Science Credit Hours

General Education Component

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

**GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression (3)

GEN 220 Colonial N. America: Case Study in Cultural Interaction (3)

GEN 230 Creative Expression (3)

GEN 240 Scientific Discovery (3)

GEN 410 Baccalaureate Capstone I (3)

GEN 411 Baccalaureate Capstone II (3)

*MAT 114 Intermediate Algebra (3)

MAT 201 Statistics and Society (3)

SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 30

Career Component

CRJ 101 Introduction to Criminal Justice (3)

CRJ 160 Crime and Society (3)

CRJ 170 Law Enforcement Ethics (3)

CRJ 201 Introduction to Criminal Law (3)

CRJ 240 Criminal Courts and Procedures (3)

CRJ 250 Social Issues in Policing a Multicultural Community (3)

CRJ 301 Criminal Investigation I (3)

CRJ 303 Criminal Investigation I Lab (1)

CRJ 340 Corrections (3)

CRJ 350 Community Policing (3)

CRJ 420 Senior Seminar/Topics (3)

CRJ 377 Field Experience I (3)

CRJ 477 Field Experience II (3)

Minimum Career Credit Hours: 37

Elective Study Area Component (12)

Physical Education Component

PED (Any) Physical Education Electives (2)

Liberal Arts and Sciences Component

PHI 300 Ethics (3)

PSY 100 Introduction to Psychology (3)

SOC 100 Introduction to Sociology (3)

Any U.S. History or Political Science Course (3)

Social Sciences Elective (6)

(May include any APY, CRJ, ECO, GEO, HIS, POL, PSY, SSC, SOC course)

Liberal Arts and Sciences Electives (6)

(May include any APY, ART, BIO, CHE, CRJ, ECO, ENG, FRE, GEN, GEO, HIS, HUM, LNG, MAT, MMS, PHI, PHY, POL, PSY, RDG, SSC, SOC, SPA, SPE, THE course)

Free Elective Component (12)

(May include any college course)

Total 120 credit hours

*Required of first-year students; all other students must substitute a Liberal Arts and Sciences Elective.

**Students who meet the math competency must substitute a Free Elective.

Criminal Justice Concentration

Computer Crimes Investigation (15 credit hours)

CIS 115 Computer Applications (3)

CRJ 180 Introduction to Personal Computers and Their Operating Systems for Computer Crime Investigations (3)

CRJ 280 Computer Forensics: Electronic Media as Evidence (3)

CRJ 380 Computer Crime Investigation: Evidence, Law, and Investigative Techniques (3)

CRJ 480 Computer Crime Investigation: Computer Networks and the Internet (3)

Psychology Program Description

The Bachelor of Arts and Bachelor of Science degree programs in **Psychology** are both designed to provide students with a broad-based understanding of psychology, and, through an appropriate choice of electives, the opportunity to tailor their course of study to fit their specific interests and career objectives.

The purpose of the Bachelor of Arts degree program is to provide intensive training to those students who desire a foundation for graduate work in psychology, or who choose to further their education in a graduate program in business, human services, law, or mental health. It also provides a strong preparation for careers in fields which require a knowledge of human behavior, leadership and motivation, and advanced social skills.

The Bachelor of Arts degree program consists of a 45- credit core of courses that includes 12 required credits in basic psychology, statistics, and research methods, followed by 33 credits of psychology electives.

The Bachelor of Science degree program provides training in biology and chemistry to supplement a rigorous program in psychology. The Bachelor of Science degree program prepares those select students wishing to enter the fields of psychological research, neuroscience, or research in the health sciences. Students enrolled in this degree program complete a 51-credit core of courses that includes 36 required credits in psychology, statistics, and research methods, and 15 required credits in biology and chemistry.

Credit Distribution: Bachelor of Arts

General Education Component

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

**GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression (3)

GEN 220 Colonial N. America: Case Study in Cultural Interaction (3)

GEN 230 Creative Expression (3)

GEN 240 Scientific Discovery (3)

GEN 410 Baccalaureate Capstone I (3)

GEN 411 Baccalaureate Capstone II (3)

*MAT 114 Intermediate Algebra (3)

MAT 201 Statistics and Society (3)

SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 30

Psychology Component

PSY 100 Introduction to Psychology (3)

PSY 207 Psychological Statistics (3)

PSY 250 Research Methods in Psychology (3)

PSY 370 Abnormal Human Behavior (3)

Psychology Electives (33)

(Choose 11 courses from the following with the following restrictions: (a) at least 8 courses or 24 credit hours must be PSY courses, and (b) at least 15 of the 24 credit hours of PSY courses must be 300/400 level): PSY 210, PSY 229, PSY 230, PSY 240, PSY 247, PSY 310, PSY 320, PSY 321, PSY 349, PSY 351, PSY 368, PSY 377, PSY 379, PSY 385

PSY 398, PSY 420, PSY 421, EDU 223, HSV 210, HSV 290, SSC 200, SOC 401)

Minimum Psychology Credit Hours 45

Liberal Arts and Sciences Courses (21)

SOC 100 Introduction to Sociology (3)

PHI 100 Nature of Man (3)

ENG 360 Advanced Report and Proposal Writing (3)

Liberal Arts and Science Electives (12)

(May include any APY, ART, BIO, CHE, CRJ, ECO, ENG, FRE, GEN, GEO, HIS, HUM, LNG, MAT, MMS, PHI, PHY, POL, PSY, RDG, SSC, SOC, SPA, SPE, THE, course. AT LEAST ONE 3 CREDIT COURSE MUST BE 300/400 LEVEL)

Free Elective Component (21)

(May include any college course)

Total 120 credit hours

*Students who meet the math competency must substitute a Free Elective.

**Required of first-year students; all other students must substitute a Liberal Arts and Sciences Elective.

Credit Distribution: Bachelor of Science

General Education Component

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

**GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression (3)

GEN 220 Colonial N. America: Case Study in Cultural Interaction (3)

GEN 230 Creative Expression (3)

GEN 240 Scientific Discovery (3)
GEN 410 Baccalaureate Capstone I (3)
GEN 411 Baccalaureate Capstone II (3)
*MAT 114 Intermediate Algebra (3)
MAT 201 Statistics and Society (3)
SPE 130 Fundamentals of Public Speaking (3)
Minimum General Education Credit Hours 30

Psychology Component

PSY 100 Introduction to Psychology (3)
PSY 207 Psychological Statistics (3)
PSY 230 Biopsychology (3)
PSY 247 Cognitive Psychology (3)
PSY 250 Research Methods in Psychology (3)
PSY 320 Health Psychology (3)
PSY 321 Behavioral Neuroscience (3)
PSY 351 Psychopharmacology (3)
PSY 370 Abnormal Human Behavior (3)
PSY 398 Special Topic in Psychology (3)
PSY 420 Personality (3)
PSY 421 Psychological Assessment (3)

Minimum Psychology Credit Hours 36

Liberal Arts and Sciences Courses (21)

PHI 300 Ethics (3)
ENG 360 Advanced Report and Proposal Writing (3)
BIO 160 Human Anatomy and Physiology I (4)
BIO 161 Human Anatomy and Physiology II (4)
BIO 330 Genetics (3)
CHE 145 Chemistry for the Health Sciences (4)

Free Elective Component (27)

(May include any college course)

Total 120 credit hours

*Students who meet the math competency must substitute a Free Elective.

**Required of first-year students; all other students must substitute a Liberal Arts and Sciences Elective.

Veterinary Technology Department

- A.S. in Veterinary Technology
- B.S. in Veterinary Technology

Veterinary Technology Program Description

This rigorous program accredited by the American Veterinary Medical Association (AVMA) combines professional, liberal arts, basic sciences, and two preceptorship (field experience) requirements. Students will earn an Associate Degree and also have the opportunity to apply all credits towards a Bachelor's Degree. The Associate Degree normally entails seventy-two credits over two academic years, but may be adjusted to accommodate a student's special needs.. The Bachelor's Degree generally can be obtained after two additional years of study and will include specialization courses in **Veterinary Technology**, upper level sciences and diverse General Education topics. Students may also choose the Pre-Veterinary pathway and complete prerequisite courses for application to Veterinary schools.

The Veterinary Technology program focuses on laboratory testing techniques and clinical assisting procedures in new, state-of-the art facilities. Diagnostics, treatments, and medical ethics are stressed. Lecture sessions utilize computer assisted instruction and technological "smart classrooms". "Reality-based" teaching techniques, including the use of case-studies and interactive computer-based activities, connect classes and clinical laboratory experiences with modern veterinary practice. These are complemented with intensive laboratory experiences and preceptorships. The Buffalo Zoo, Erie County SPCA, Roswell Park Cancer Institute, SUNY Buffalo, Veterans Hospital and local Buffalo and Rochester Veterinary Hospitals cooperate with Medaille. Large animal facilities and local farms provide opportunities to work with equine and agricultural animals. The Medaille student will become familiar with medical procedures for companion, laboratory, exotic and all major large animal species. As a Veterinary Technician employment is available in veterinary offices, animal hospitals, the pharmaceutical industry, biological testing labs, state and federal government agencies, colleges and universities, and animal breeding facilities. The Bachelor's Degree will enhance a student's preparedness and provide opportunities for pursuing career goals and graduate studies.

Admission to the College does not guarantee admission to the Veterinary Technology program. All VET courses above VET 120 require formal admission to the Veterinary Technology program. Minimum requirements include a 2.5 average for transfer students and an 80% average for high school graduates. The Veterinary Technology program requires student time beyond scheduled class and laboratory hours. Animal Care and Vivarium responsibilities (in new and spacious animal housing facilities), laboratory testing and animal supervision are some of the assigned duties which require substantial time outside the classroom. Travel to and from instructional programs held off the Medaille campus, such as farm animal labs, necessitates additional student time.

Those students wishing to pursue a Bachelor's Degree, including courses required for veterinary school admission, can do so in conjunction with the Veterinary Technology program. Flexibility in the various Bachelor Degree programs affiliated with the A.S. in Veterinary Technology will allow participants to satisfy the admissions requirements for most professional post-graduate medical programs.

A Veterinary Technology Handbook of policies, procedures, and needed materials will be furnished to each Veterinary Technology student in their first semester.

To graduate with an **Associate in Science** degree, students must complete all required courses with not less than an overall 2.0 (C) average and not less than a 2.0 (C) average in Veterinary Technology courses. Majors in this program may not take any Veterinary Technology course as a Pass/Fail.

Students completing the Associate Degree program are eligible to take the Veterinary Technician National Examination (VTNE) which is required for licensure in New York and most other States throughout the country. As graduates of an AVMA accredited program, Medaille students can receive reciprocal licensing in these states.

Credit Distribution: Associate in Science

General Education Component (9)

*GEN 110 Ideas and Experiences: Intro. to Critical Thought and Expression (3)

SPE 130 Fundamentals of Public Speaking (3)

ENG 110 College Writing II (3)

Veterinary Technology Component (36)

VET 100 Introduction to Veterinary Technology (3)

VET 120 Introduction to Laboratory Animal Science (3)

VET 126 Animal Parasitology (2)

VET 202 Small Animal Diseases and Nutrition (3)

VET 204 Veterinary Clinical Laboratory Techniques (3)

VET 206 Handling and Care of Exotics (2)

VET 208 Veterinary Diagnostic Imaging (2)

VET 222 Farm Animal Restraint, Diseases, and Nutrition (3)

VET 224 Surgical Nursing and Anesthesiology (3)

VET 226 Veterinary Practice Management (3)

VET 228 Gross and Clinical Pathology (1)

VET 230 Pharmacy and Pharmacology (3)

VET 177 Preceptorship I (2)

VET 277 Preceptorship II (3)

Liberal Arts and Sciences Component (27)

A. Mathematics/Sciences Component (21)

BIO 170 Comparative Anatomy and Physiology I (5)

BIO 171 Comparative Anatomy and Physiology II (5)

BIO 200 Microbiology (4)

**CHE 145 Chemistry for the Health Sciences (4)

MAT 112 Mathematics for the Sciences (3)

B. Liberal Arts and Sciences Component (6)

(May include any APY, ART, BIO, CHE, CRJ, ECO, ENG, FRE, GEN, GEO, HIS, HUM, MAT, MMS, PHI, PHY, POL, PSY, RDG, SSC, SOC, SPA, SPE, THE course)

Total 72 credit hours

*Required of first-time Freshmen students; all other students must substitute a Liberal Arts or Sciences Elective.

**Students anticipating enrollment in the Bachelor of Science degree program in Biology or wishing to satisfy prerequisites for applying to Veterinary school should consult with the Veterinary Technology and Mathematics and Sciences Department Chairpersons for appropriate course selections.

Bachelor of Science Degree Program -- Matriculation from Associate Degree in Veterinary Technology to Liberal Studies, Biology or Veterinary Technology

Medaille College offers the opportunity for Veterinary Technology majors to apply their previously earned A.S. Degree toward fulfilling the requirements of a Bachelor of Science in Liberal Studies, Biology or Veterinary Technology. These programs enable the Veterinary Technician to receive the maximum benefit from transfer credits.

Although the Bachelor of Science programs have been formulated to complement the Medaille College Veterinary Technology degree, it is anticipated that other States' and New York programs accredited by the AVMA will be quite similar and that almost all earned credits will transfer.

Credit Distribution: Bachelor of Science

Veterinary Technology (VET) Credit Matriculation to Liberal Studies

Associate Degree in VET (Medaille College): 72

+Remaining Credit Hours Required for Liberal Studies Degree: 48

Students taking Veterinary School prerequisites require additional credits

Total 120 credit hours

Bachelor of Science: Veterinary Technology (VET) and Biology Dual Major

Associate Degree in VET (Medaille College): 72

+Remaining Credit Hours Required for Biology Degree: 56

Students taking Veterinary School prerequisites require additional credits

Total 128 credit hours

Bachelor of Science: Veterinary Technology

Associate Degree in VET (Medaille College): 72

+Remaining Credit Hours Required for B.S. in VET: 48

Total 120 credit hours

B.S. in Veterinary Technology (VET) and Veterinary School prerequisites

Associate Degree in VET (Medaille College): 72

+Remaining Credit Hours Required for B.S. in VET: 70

(Students declaring the BS prior to their Freshman Spring semester can be scheduled to require only 130 credits)

Total 142 credit hours

+Waiver is granted for lower-level Theme IV, Science, Technology and Environment requirement (GEN 240)

Contact the Veterinary Technology Chairperson for further information.

Bachelor of Science Credit Hours

General Education Component

ENG 110 College Writing II (3)

ENG 200 Analytical Writing (3)

*GEN 110 Ideas and Experiences: Introduction to Critical Thought And Expression (3)

GEN 220 Colonial North America: Case Study in Cultural Interaction (3)

GEN 230 Creative Expression (3)

GEN 410 Baccalaureate Capstone I (3)

GEN 411 Baccalaureate Capstone II (3)

**MAT 114 Intermediate Algebra (3)

MAT 201 or BIO 301 (3)

SPE 130 Fundamentals of Public Speaking (3)

Minimum General Education Credit Hours 30

Veterinary Technology Component

VET 100 Introduction to Veterinary Technology (3)

VET 120 Introduction to Laboratory Animal Science (3)

VET 126 Animal Parasitology (2)

VET 202 Small Animal Diseases and Nutrition (3)

VET 204 Veterinary Clinical Laboratory Techniques (3)

VET 206 Handling and Care of Exotics (2)

VET 208 Veterinary Diagnostic Imaging (2)

VET 222 Farm Animal Restraint, Diseases, and Nutrition (3)

VET 224 Surgical Nursing and Anesthesiology (3)

VET 226 Veterinary Practice Management (3)

VET 228 Gross and Clinical Pathology (1)

VET 230 Pharmacy and Pharmacology (3)

VET 177 Preceptorship I (2)

VET 277 Preceptorship II (3)

¹ VET (Any) Veterinary Technology Electives (6)

² 300 or 400 level Veterinary Technology Electives (9)

Minimum Veterinary Technology Credit Hours 51

NOTE: VET 132, VET 234, VET 238, VET 330, VET 336, VET 434, and VET 438 cannot be used as VET Electives.

¹ Student must choose 2 courses from the following: VET 130, VET 232, VET 298, VET 299, or any VET 300/400 level.

² Student must choose 3 courses from the following: VET 300, VET 301, VET 320, VET 326, VET 340, VET 355, VET 360, VET 398, VET 400, VET 401, VET 440, VET 450, VET 460, VET 461, or VET 498.

Liberal Arts and Sciences Component (33)

ENG 205 or ENG 215 (3)

BIO 170 Comparative Anatomy and Physiology I (5)

BIO 171 Comparative Anatomy and Physiology II (5)

BIO 200 Microbiology (4)

CHE 145 Chemistry for the Health Sciences (4)

**MAT 112 Mathematics for the Sciences (3)

9 credits 300/400 level from:

(May include any APY, ART, BIO, CHE, CRJ, ECO, ENG, FRE, GEN, GEO, HIS, HUM, MAT, MMS, PHI, PHY, POL, PSY, RDG, SSC, SOC, SPA, SPE, THE course)

Free Electives (any course) (6)

Total 120 credit hours

*Required of first-time Freshmen students; all other students must substitute a Liberal Arts or Sciences Elective.

**Students wishing to transfer a college math must successfully complete the Medaille Waiver Exam.

***Students who meet the math competency by placement must substitute a Free Elective.

Course Descriptions

Accounting

ACC 101 FUNDAMENTALS OF ACCOUNTING I

An introduction to the principles of accounting with emphasis on preparation and analysis of general purpose financial statements and the accounting cycle--journal entry preparation and posting. Accounting for cash, receivables, inventory, long term assets, current liabilities and payroll will also be highlighted. Computer applications included. Three credit hours. Offered Fall semester.

ACC 102 FUNDAMENTALS OF ACCOUNTING II

This course is a continuation of ACC 101. Accounting topics to be covered will include partnerships, corporations, stocks and bonds, income tax and cash flow. Management accounting and budgeting will also be introduced. Computer applications included. Three credit hours. Prerequisite: ACC 101. Offered Spring semester.

ACC 298 SPECIAL TOPIC IN ACCOUNTING

(Topic to be specified each semester course offered.)

ACC 300 INCOME TAX ACCOUNTING

Provisions and procedures of federal and state income tax laws for individuals will be studied. Problems will be utilized to assist the student in understanding the practical application of those regulations. Current issues in tax accounting and tax planning are also considered. Computer application included. Three credit hours. Prerequisite: ACC 102. Offered Fall semester in odd numbered years.

ACC 305 COST ACCOUNTING

This course develops the use of accounting data and the basic technical understanding to be applied internally by managers in directing the affairs of an organization. Such topics as budgeting, cost-volume-profit relationships, job-order and process costing, and standard costs will be covered. Computer applications included. Three credit hours. Prerequisites: MAT 110 or MAT 115; and ACC 102. Offered Spring semester in odd numbered years.

ACC 350 INTERMEDIATE ACCOUNTING I

This course serves to elevate the competence level of the student's accounting skills so that a working knowledge of financial accounting is possible. The course commences with a review of basic financial accounting principles and develops further the areas of asset valuation, income measurement, complete

financial statement preparation, and time value of money. Computer applications included. Three credit hours. Prerequisite: ACC 102. Offered Fall semester in odd numbered years.

ACC 351 INTERMEDIATE ACCOUNTING II

This course will develop, at the intermediate level, a thorough understanding of the equity area of accounting. Topics to be covered will include capital stock, retained earnings, treasury stock, stock rights and warrants. The course also will provide coverage of long-term debt, pensions, leases, earnings per share, income recognition and cash flow. Computer applications included. Three credit hours. Prerequisite: ACC 350. Offered Spring semester in even numbered years (e).

ACC 377 Field Experience I

This course provides the student with both observational and “hands-on” learning experience through participation in an internship, ideally in the field in which the student will be seeking employment. Students who are already on an established career path may enhance their visibility in the organization by completion of a special project related to their careers, subject to prior instructor approval. Three credit hours. Prerequisite: ACC351, Junior Standing and a 2.0 Cumulative GPA.

ACC 398 SPECIAL TOPIC IN ACCOUNTING

(Topic to be specified each semester course offered.)

ACC 410 ADVANCED ACCOUNTING

This course will provide an in-depth emphasis on the accounting procedures and disclosures regarding combined corporate entities and consolidations. Additional topics to be covered in this course include branch accounting, segment reporting, foreign operations, partnerships and bankruptcies. Computer applications included. Three credit hours. Prerequisite: ACC 351. Offered Fall semester in even numbered years.

ACC 430 AUDITING

This course will focus on the standards and procedures of the auditing function within the industry. The course will provide an understanding of the standards of ethical conduct; auditor's legal responsibility and liability; meaning, significance, and preparation of an auditor's report; nature of audit evidence; internal control and tests; and the importance of EDP in auditing. Statements on auditing standards from the AICPA are reviewed. Computer applications included. Three credit hours. Prerequisite: ACC 351. Offered Spring semester in odd numbered years.

ACC 477 Field Experience II

This course provides the student with both observational and “hands-on” learning experience through participation in an internship, ideally in the field in which the student will be seeking employment. Students who are already on an established career path may enhance their visibility in the organization

by completion of a special project related to their careers, subject to prior instructor approval. A minimum of 120 work hours is required. Students may elect to complete a project related to their careers, but it must be demonstrative of a higher level competence and difficulty, and approved by the program chairperson. Three credit hours. Prerequisite: Senior Standing, 2.0 Cumulative GPA.

ACC 498 INDEPENDENT STUDY IN ACCOUNTING

Art

ART 214 SURVEY OF WORLD ART I: ANCIENT THROUGH MEDIEVAL

A survey of world art and architecture from prehistory to 1400 CE. Includes slide lectures, art videos, and field trip(s).

Three credit hours. Prerequisite: ENG 110. Offered Fall semester.

ART 215 SURVEY OF WORLD ART II: RENAISSANCE THROUGH MODERN

A survey of world art and architecture from approximately 1400 CE to 1940, with an emphasis on Western art. Includes slide lectures, art videos, and field trip(s).

Three credit hours. Prerequisite: ENG 110. Offered Spring semester.

ART 230 TWO-DIMENSIONAL DESIGN AND COLOR THEORY

An introductory studio course in which students use the basic elements of art and design principles to learn and apply the language of visual organization. The course also includes basic concepts of typography, layout, and color theory.

Three credit hours. Prerequisite: None. Offered Spring semester.

ART 240 DRAWING

A studio course providing instruction in basic perceptual skills and drawing techniques in a variety of media.

Three credit hours. Prerequisite: None. Offered Spring semester.

ART 260 BASIC PHOTOGRAPHY

A study of photography composition and use of the camera as an artistic and communication tool. An introduction to the use of the still camera, light, meter, film development, darkroom techniques and photographic enlargement. Students also will learn to “read” photos, speak intelligently about their own personal style and ethics regarding visual communications. Techniques learned here can not only

be applied as vocational skills, but the student is encouraged to pursue photography as a lifelong method of personal expression.

Three credit hours. Prerequisite: None. Offered Spring semester.

ART 298 SPECIAL TOPIC IN ART

(Topic to be specified each semester course offered.)

ART 320 PAINTING

A studio course providing basic instruction in painting techniques and pictorial organization.

Three credit hours. Prerequisite: None. Offered as needed.

ART 340 ADVANCED DRAWING

A continuation of ART 240, Drawing. A studio course designed to develop perceptual skills, critical judgment, and the ability to draw using a variety of mediums and subjects.

Three credit hours. Prerequisite: ART 240. Offered as needed.

ART 360 ADVANCED PHOTOGRAPHY

Further development of skills in color photography, picture composition, and lighting techniques.

Features segments in various types of commercial photography, photo-journalism, fine art photography, and digital photography. Additional segments will emphasize studio lighting, medium and large format camera, as well as studio techniques.

Three credit hours. Prerequisite: ART 260. Offered as needed.

ART 370 CERAMICS

A studio course providing instruction in basic ceramic techniques and exploration of clay as a medium of artistic expression. Includes hand-building, throwing, glaze application, kiln loading, firing, and unloading.

Three credit hours. Prerequisite: ART 230. Offered as needed.

ART 398 SPECIAL TOPIC IN ART

(Topic to be specified each semester course offered.)

ART 405 SENIOR EXHIBITION

A studio course designed to provide Visual and Digital Arts majors with the opportunity and challenge to create an exhibition of artwork as a culmination of course of study.

Four credit hours. Prerequisite: Senior standing. Offered as needed.

ART 420 ADVANCED PAINTING

A continuation of ART 320, Painting. A studio course designed to develop perceptual skills, critical judgment, and the ability to paint in oils.

Three credit hours. Prerequisite: ART 320. Offered as needed.

ART 450 CONTEMPORARY ART

The study of art movements since 1940. Emphasis will be placed on how art expresses personal, social, and cultural experience. Includes slide lectures, discussions, art videos, and field trips.

Three credit hours. Prerequisites: ART 100 or ART 214 or ART 215 or GEN 230; and Junior standing. Offered as needed.

ART 453 THE HISTORY OF PHOTOGRAPHY

A historical survey of the development for photography from its 19th century origins to contemporary practice. The course includes slide lectures, videotapes, and field trip(s).

Three credit hours. Prerequisites: ART 100 or ART 214 or ART 215 or GEN 230; and Junior standing. Offered as needed.

ART 460 PHOTOGRAPHY: ALTERNATIVE PROCESSES

An advanced look at photography using alternative processing techniques. This course will show students that photography is a broad medium that encompasses a wide variety of techniques beyond that of black and white photography. Students will discuss where their inspiration comes from, initiate a plan for creating images using various lighting, camera, darkroom and digital techniques. Each assignment will profile a different technique including but not limited to: hand coloring, cyanotype, Platinum and Palladium printing, digital imaging, Polaroid emulsion transfers, Polaroid manipulations, pin hole photography and much more. Course work will include lectures, hands-on experience, demonstrations, studio experience, and off-campus field trips. Students will create an alternative process notebook as well as a final portfolio.

Three credit hours. Prerequisite: ART 260. Offered as needed.

ART 498 INDEPENDENT STUDY IN ART

Biology

BIO 101 BIOLOGY

An introduction to biological processes and principles including: (1) the nature of science, (2) origin of life and evolution, (3) the chemical basis of life, (4) cells and cellular events, (5) reproduction and genetics, (6) plant structure and function, and (7) ecosystems. Contemporary applications of these topics will be discussed. A laboratory will introduce students to the use of the scientific method by combining experiments, observations, measurements and analyses.

Three credit hours. Offered Spring semester.

Note: Registration for both the lecture (BIO 101) and the lab (BIO 101 L) is required.

BIO 110 HUMAN NUTRITION

An introduction to human nutrition covering topics such as energy, protein, fat and carbohydrate requirements. Vitamin and mineral requirements and nutrition through the life cycle are also examined. Students apply nutrition concepts to their own diets.

Three credit hours. Offered Fall semester.

BIO 120 BOTANY

A study of plant structure, physiology, and classification. Fundamental concepts of genetics and evolution will be introduced. Special emphasis will be placed on the ecological importance and economic value of plants. Travel time to and from off-campus activities may be required.

Four credit hours. Offered Fall semester.

Note: Registration for both the lecture (BIO 120) and the lab (BIO 120 L) is required.

BIO 150 ENVIRONMENTAL STUDIES

An introduction to ecological theory, natural and manmade environmental problems and human population dynamics. The interaction of science and society in creating and solving environmental problems is emphasized. Students are challenged to question their own attitudes concerning man and nature.

Three credit hours. Offered Spring semester .

BIO 160 HUMAN ANATOMY AND PHYSIOLOGY I

This course initiates the study of the human body. Topics include cells, tissues, and the skeletal, muscular, and nervous systems.

Four credit hours. Offered Fall semester.

Note: Registration for both the lecture (BIO 160) and the lab (BIO 160 L) is required.

BIO 161 HUMAN ANATOMY AND PHYSIOLOGY II

A continuation of BIO 160. Topics include the endocrine, circulatory, digestive, respiratory, excretory, and reproductive systems.

Four credit hours. Prerequisite: BIO 160. Offered Spring semester.

Note: Registration for both the lecture (BIO 161) and the lab (BIO 161 L) is required.

BIO 170 COMPARATIVE ANATOMY AND PHYSIOLOGY I

A combination of lecture and laboratory exercises that provide an introduction to the major animal phyla and comparison of their life processes. Topics include cell structure and function, energy transformation, major body systems, genetics and behavior. Each of these topics is viewed from an

evolutionary perspective to highlight the unity and diversity within the animal kingdom. Detailed study of mammalian anatomy, physiology, and histology is initiated.

Five credit hours. Offered Fall semester.

Note: Registration for both the lecture (BIO 170) and the lab (BIO 170 L) is required.

BIO 171 COMPARATIVE ANATOMY AND PHYSIOLOGY II

A continuation of BIO 170. Exploration of mammalian anatomy, physiology, and histology are emphasized. A combination of lectures and laboratories to study both gross and microscopic anatomy. Models for examination are the dog, cat, horse, and cow. The animal is seen in its life processes and activities. The physiological aspects of the mammalian body are explored. Specific anatomical differences in other species are noted. Methods involved in the preparation of tissue slides for histological examination are introduced. Histological slides are part of the laboratory exercises.

Five credit hours. Prerequisite: BIO 170. Offered Spring semester .

Note: Registration for both the lecture (BIO 171) and the lab (BIO 171 L) is required.

BIO 200 MICROBIOLOGY

A survey of microscopic organisms including their morphology, nutrition, physiology, and interactions with humans and animals. Microorganisms surveyed include bacteria, viruses, and fungi. Laboratory exercises cover microscope techniques, slide preparation, cell staining, sterile techniques, and the identification of microorganisms. Principles of immunology and the inflammatory response are discussed.

Four credit hours. Prerequisite: BIO 101 or BIO 170. Offered Spring semester.

Note: Registration for both the lecture (BIO 200) and the lab (BIO 200 L) is required.

BIO 220 CELL BIOLOGY

The study of the biology of eukaryotic and prokaryotic cells. Topics include the chemical composition and organization of cells, the function of organelles and cell specialization. Cellular reproduction, regulation of gene expression and cell signaling will be emphasized.

Three credit hours. Prerequisites: BIO 171 and any college-level chemistry course. Offered Fall semester.

BIO 298 SPECIAL TOPIC IN BIOLOGY

(Topic to be specified each semester course offered.)

BIO 301 EPIDEMIOLOGY AND BIOSTATISTICS

This course provides an introduction to descriptive and inferential statistics techniques using computer statistical software. Topics such as hypothesis testing and interpretation of data from health behavior and epidemiologic research will be provided. The course will also review the methods used in epidemiologic research, including the calculation of rates, sampling theory, and types of studies.

Three credit hours. Prerequisites: BIO 161 or BIO 171; and MAT 114. Offered Spring semester .

BIO 303 TOXICOLOGY

This course is an introduction to the fundamental principles of toxicology. Topics include the history and scope of toxicology, the mechanisms of toxicity, and risk assessment. Depending upon the specialized areas of interest of the instructor, students are also introduced to broader subjects in the discipline such as environmental toxicology, clinical toxicology, and forensic toxicology.

Three credit hours. Prerequisites: BIO 161 or 171 and any college-level chemistry course. Offered as needed.

BIO 310 IMMUNOLOGY

The course is designed to provide students with in-depth knowledge of the current principles of immunology. Both humoral and cellular immune responses will be examined in terms of the cells involved and the method in which the cells recognize and react to foreign antigens. Several disease states that are controlled by host immunity will also be included.

Three credit hours. Prerequisites: BIO 200 and any college-level chemistry course. Offered as needed.

BIO 320 ECOLOGY

The study of the relationships of organisms to their environment. Topics include the ecology of individual organisms as well as population, community, and ecosystem ecology. Application of ecological principles to issues of environmental concern such as pollution, conservation, and land use will be considered. Additional student time outside of scheduled class and laboratory hours may be required for assignments and/or travel to and from off-campus activities.

Four credit hours. Prerequisite: Any college-level biology course. Offered Fall semester.

Note: Registration for both the lecture (BIO 320) and the lab (BIO 320 L) is required.

BIO 330 GENETICS

A study of the fundamental concepts of transmission, molecular and population genetics. Mendelian principles and their applications are explored; the chemical and physical structure of chromosomes, genetic linkage and mapping are included. Expression of genetic material, chromosomal organization, mutations and mechanisms of recombination are discussed.

Three credit hours. Prerequisites: Any college-level biology course and any college-level chemistry course. Offered Spring semester.

BIO 340 ANIMAL BEHAVIOR

This course covers the natural behavior of animals, providing a broad examination of genetic, neural, developmental, ecological, social and evolutionary aspects of behavior. Specific discussion will focus on sexual and parental behavior, migration, communication and aggression and learning.

Summarization will address behavior problems, methods of intervention and solutions pertaining to companion and farm animals. An outside field trip is required. Comparative studies will be used for helping to understand human behavior.

Three credit hours. Prerequisite: Any college-level biology course. Offered as needed.

BIO 370 ADVANCED VERTEBRATE PHYSIOLOGY I

An investigation into comparative vertebrate physiology of the nervous, muscular, hematologic, cardiovascular, respiratory and excretory systems as they relate to environmental adaptation, health and disease states. Analysis of organ system physiology in whole animal survival is emphasized. Three credit hours. Prerequisite: BIO 171 or equivalent. Offered Fall semester.

BIO 371 ADVANCED VERTEBRATE PHYSIOLOGY II

An investigation into comparative vertebrate physiology of the digestive, reproductive and endocrine systems as they relate to environmental adaptation, health and disease states. Thermoregulatory mechanisms are explored. Analysis of organ system physiology in whole animal survival is emphasized.

Three credit hours. Prerequisite: BIO 171 or equivalent. Offered Spring semester.

BIO 398 SPECIAL TOPIC IN BIOLOGY

(Topic to be specified each semester course offered.)

BIO 421 ICHTHYOLOGY

This course is an exploration of the taxonomy and biological characteristics of fish, including their anatomy and physiology, life history, ecology and distribution. The relationship of fishes to man will be examined. The laboratory will include identification of native and exotic species, surface and internal anatomy, and field trips to examine specimens in their natural and/or captive environments. Special emphasis is placed on the identification and life history of native New York fauna. Field trips may require time outside of normally scheduled class and/or lab.

Four credit hours. Prerequisites: BIO 171, BIO 301, and BIO 320. Offered as needed.

Note: Registration for both the lecture (BIO 421) and the lab (BIO 421 L) is required.

BIO 422 HERPETOLOGY

This course is an exploration of the taxonomy and biological characteristics of reptiles and amphibians, including their anatomy and physiology, life history, ecology and distribution. The relationship of herptiles to man will be examined. The laboratory will include identification of native and exotic species, surface and internal anatomy, and field trips to examine specimens in their natural and/or captive environments. Special emphasis is placed on the identification and life history of native New York fauna. Field trips may require time outside of normally scheduled class and/or lab.

Four credit hours. Prerequisites: BIO 171, BIO 301, and BIO 320. Offered as needed.

Note: Registration for both the lecture (BIO 422) and the lab (BIO 422 L) is required.

BIO 423 ORNITHOLOGY

This course is an exploration of the taxonomy and biological characteristics of birds, including their anatomy and physiology, life history, ecology and distribution. The relationship of avians to man will

be examined. The laboratory will include identification of native and exotic species, surface and internal anatomy, and field trips to examine specimens in their natural and/or captive environments. Special emphasis is placed on the identification and life history of native New York fauna. Field trips may require time outside of normally scheduled class and/or lab.

Four credit hours. Prerequisites: BIO 171, BIO 301, and BIO 320. Offered as needed.

Note: Registration for both the lecture (BIO 423) and the lab (BIO 423 L) is required.

BIO 424 MAMMALOGY

This course is an exploration of the taxonomy and biological characteristics of mammals, including their anatomy and physiology, life history, ecology and distribution. The relationship of mammals to man will be examined. The laboratory will include identification of native and exotic species, surface and internal anatomy, and field trips to examine specimens in their natural and/or captive environments. Special emphasis is placed on the identification and life history of native New York fauna. Field trips may require time outside of normally scheduled class and/or lab.

Four credit hours. Prerequisites: BIO 171, BIO 301, and BIO 320. Offered as needed.

Note: Registration for both the lecture (BIO 424) and the lab (BIO 424 L) is required.

BIO 430 ORGANIC EVOLUTION

This course will explore the evolutionary process in detail and will address the rationale underlying evolutionary theory. Topics include the evidence for evolution, the mechanisms of evolutionary change, the measurement of evolutionary change, speciation and the analysis of phylogeny.

Three credit hours. Prerequisites: BIO 171, BIO 330, MAT 114 (or equivalent), and any college-level chemistry course. Offered as needed.

BIO 470 DEVELOPMENTAL BIOLOGY

An intensive examination of developmental biology from both the classical and contemporary perspectives. Topics include fundamental concepts such as nuclear totipotency, cell determination, induction, and morphogenesis interspersed with modern genetic and molecular analyses of development. Current issues in developmental biology will also be addressed.

Three credit hours. Prerequisites: BIO 220 and BIO 330. Offered as needed.

BIO 498 INDEPENDENT STUDY IN BIOLOGY

Business

BUS 298 SPECIAL TOPIC IN BUSINESS

(Topic to be specified each semester course offered.)

BUS 299 BUSINESS LAW I

This course is intended to acquaint the student with the development of the law and legal reasoning. Students become familiar with legal terminology and concepts and the impact existing law has on business decision making. Topics covered in the course include: an overview of the American legal system, Federal and State courts, constitutional law, business torts and crimes, contracts and the law of sales. Three credit hours. Offered Fall semester.

BUS 315 BUSINESS LAW II

This course introduces the business student to the various forms of business organizations and also emphasizes the law of commercial paper and banking. Debtor/creditor rights and responsibilities are explored as are the rights of landlords and tenants. Topics covered include: franchises, sole proprietorships, partnerships, corporations, checks and the banking system, secured transactions, creditor's rights and real property. Three credit hours. Prerequisite: Junior standing. Offered Spring semester.

BUS 320 PROFESSIONAL ETIQUETTE AND IMAGE

This course will explore the areas of business and professional etiquette and image so that students will understand and appreciate the critical role these play in the business environment. Basic skills and techniques will be discussed to enable students to better project a professional business image. Three credit hours. Prerequisite: Junior standing. Offered Spring semester in odd numbered years.

BUS 325 INTERNATIONAL BUSINESS STRATEGY

This course will look at how firms become and remain international in scope. The course deals with the experiences of firms of all sizes, and from many countries, as they come to grips with an increasingly competitive global environment when a home market perspective is no longer enough. Through carefully selected comprehensive case studies and integrated text material, this course bridges both the internationalization process and multinational management. Three credit hours. Prerequisite: Junior standing. Offered as needed.

BUS 377 FIELD EXPERIENCE I

This course provides the student with both observational and "hands-on" learning experience through participation in an internship, ideally in the field in which the student will be seeking employment. Students who are already on an established career path may enhance their visibility in the organization by completion of a special project related to their careers, subject to prior instructor approval. Three credit hours. Prerequisites: MGT 110, MKT120, FNS 201, MGT 230, Junior standing, and a 2.0 cumulative GPA. Offered every semester.

BUS 398 SPECIAL TOPIC IN BUSINESS

(Topic to be specified each semester course offered.)

BUS 435 BUSINESS STRATEGY SIMULATION

This course will enable the student to experience the practical application of theoretical constructs learned in previous course work. Students will work in management teams running their own business in competition with other industry teams in a computer simulated environment. Teams will be responsible for all major operational decisions of the company. Attention will be given to teamwork and sound decision making in an environment of uncertainty throughout the course. Lectures and class work will emphasize strategic planning and organizational aspects of running a business. Three credit hours. Prerequisite: Senior standing. Offered Spring semester in odd numbered years..

BUS 460 BUSINESS ETHICS AND SOCIAL RESPONSIBILITY

This course explores business as a dynamic enterprise, interacting within the environment of governmental regulation, professional codes of conduct, individual personal value conflicts, and increasing social pressures. Special emphasis is placed on social responsibility and the changing environment of business operations in both the domestic and international arena. Three credit hours. Prerequisite: Junior standing. Offered Spring semester in even numbered years.

BUS 477 FIELD EXPERIENCE II

This is a continuation of the business exposure completed in Field Experience I. The performance level of the assignment is expected to be higher than the Level I assignment. Students may elect to complete a project related to their careers, but it must be demonstrative of high level competence and difficulty, and approved by the department chairperson. Three credit hours. Prerequisites: A 2.0 cumulative GPA, Senior standing, and BUS 377. Offered every semester.

BUS 498 INDEPENDENT STUDY IN BUSINESS

Chemistry

CHE 145 CHEMISTRY FOR THE HEALTH SCIENCES

A one semester course intended for students in the allied health and medical fields. The course covers the fundamental concepts and essentials of general chemistry, introductory organic chemistry, and an introduction to biochemistry. A laboratory will introduce students to the use of the scientific method by combining experiments, observations, measurements and analysis.

Four credit hours. Prerequisite: MAT 112 or MAT 114 or higher placement. Offered Spring semester. Note: Registration for both the lecture (CHE 145) and the lab (CHE 145 L) is required.

CHE 200 GENERAL CHEMISTRY I

A combination of lecture and laboratory exercises that provide an introduction to the basic principles of chemistry. Topics include stoichiometry, atomic theory, chemical bonding, thermochemistry, states of matter, and properties of mixtures.

Four credit hours. Prerequisite: MAT 112 or MAT 114 or higher placement.

High school chemistry or CHE 145 is recommended. Offered Fall semester.

Note: Registration for both the lecture (CHE 200) and the lab (CHE 200 L) is required.

CHE 201 GENERAL CHEMISTRY II

The application of principles learned in CHE 200 to complex chemical systems. Topics include kinetics, acids and bases, equilibria, thermodynamics, and electrochemistry.

Four credit hours. Prerequisite: CHE 200. Offered Spring semester .

Note: Registration for both the lecture (CHE 201) and the lab (CHE 201 L) is required.

CHE 300 ORGANIC CHEMISTRY I

An introductory course that examines the properties of carbon-containing compounds. Lecture topics will include nomenclature, organic functional groups, reaction mechanisms, stereochemistry, acid-base chemistry, oxidation-reduction reactions, and synthetic schemes. The laboratory will introduce the student to organic techniques and synthesis.

Four credit hours. Prerequisite: CHE 201. Offered Fall semester .

Note: Registration for both the lecture (CHE 300) and the lab (CHE 300 L) is required.

CHE 301 ORGANIC CHEMISTRY II

A continuation of CHE 300. The course supplies an expanded view of organic synthesis, reaction mechanisms, and stereochemistry. The student will develop a more complete synthetic correlation chart. The chemistry of organic molecules will be related to the biochemical reactions of living cells. Emphasis will be placed on spectroscopy, molecular rearrangements, and applications to molecular genetics. The laboratory will offer an integration of organic techniques such as spectroscopy, chromatography, and analytical techniques.

Four credit hours. Prerequisite: CHE 300. Offered Spring semester.

Note: Registration for both the lecture (CHE 301) and the lab (CHE 301 L) is required.

CHE 400 GENERAL BIOCHEMISTRY

A course that explores the biological importance of chemical compounds with emphasis on the relationship between structure and function. Topics include enzyme regulation, enzyme kinetics, the role of carbohydrates, the biological mechanisms employed in energy production, and the integration of metabolic pathways. The laboratory will provide an introduction to the fundamental techniques of biochemistry.

Four credit hours. Prerequisites: BIO 171 and CHE 301. Offered Fall semester.

Note: Registration for both the lecture (CHE 400) and the lab (CHE 400 L) is required.

CHE 498 INDEPENDENT STUDY IN CHEMISTRY

Child and Youth Services

CYS 150 PROCEDURES IN THERAPEUTIC RECREATION

This course will examine the foundations of the field of therapeutic recreation. The students will take a close look at the philosophical and theoretical aspects of therapeutic recreation in the human services continuum as well as discuss the historical background. Course study will include introduction to assessment, documentation and evaluation methods.

Three credit hours. Offered as needed.

CYS 220 PRINCIPLES OF CLINICAL CASE MANAGEMENT

This course provides the student with an in-depth study and application of record keeping in human services agencies. Students will learn the mechanics of process recording, summary recording, specialized recording styles, diagnostic summaries, confidentiality and physical safe-guarding of the case records. Skill application will be stressed using the Analytical Thinking Model combined with practical experience.

Three credit hours. Prerequisite: HHS 100. Offered Spring semester in even numbered years (d & e).

CYS 280 UNDERSTANDING MULTICULTURAL AND DIVERSE POPULATIONS

This course is designed to prepare students to demonstrate an awareness and understanding of a variety of populations. The course will supply the student with an opportunity to experience multicultural and diverse populations through in-depth study and practical application experiences for the purpose of understanding how to provide professional services to a multicultural and diverse population.

Emphases will be placed on becoming better consumers of information from and about people of diverse populations by learning to become sensitive to the broad diversity of people with whom they interact and to positively affect their personal and professional attitudes and behaviors toward each diverse population. Skill application will be stressed through realistic practice exercises.

Three credit hours. Offered as needed.

CYS 298 SPECIAL TOPIC IN CHILD AND YOUTH SERVICES

(Topic to be specified each semester course offered.)

CYS 321 THE ATYPICAL CHILD

This course is designed to familiarize and sensitize the student to the dynamics, characteristics, treatment, and needs of children with emotional, physical, and social exceptionality. Distinctions are made between the typical and atypical child. Emphasis is placed on problematic aspects of atypical conditions, treatment modalities, and psychological and behavioral approaches to care and rehabilitation of children. Community treatment resources and referral options appropriate for the exceptional child will be explored.

Three credit hours. Prerequisites: PSY 210. Offered Spring semester in even numbered years (d); offered Spring semester in odd numbered years (e).

CYS 325 CHILD WELFARE SERVICES

The course presents concepts, policies, and practices from the field of child welfare. The subject is examined in relation to the needs of children, their families, the major programs, and social services that have been designed for them including issues that emerge for future planning. Students will develop the ability to advocate for children in our society.

Three credit hours. Prerequisites: HHS 100 and Junior standing. Offered Fall semester in odd numbered years (d & e).

CYS 377 FIELD EXPERIENCE I

Emphasis at this level is upon opportunity to coordinate and link services for clients; assess client needs; help plan and implement programs; analyze agency problems and propose alternatives; and sharpen abilities to listen. Students should develop more in-depth knowledge of agency organizational structure and its funding sources. Twelve to fifteen hours per week or 180-210 hours per internship.

Six credit hours. Prerequisites: HHS 100, HHS 120, and a minimum 2.0 cumulative GPA. Offered every semester.

CYS 380 FUNDAMENTALS OF CHILD AND FAMILY LAW

The course provides an opportunity to develop knowledge and skills in areas of child and family law, the social changes which are reflected there, and the extent to which legal concerns affect family life.

Three credit hours. Prerequisite: HHS 100. Offered as needed.

CYS 398 SPECIAL TOPIC IN CHILD AND YOUTH SERVICES

(Topic to be specified each semester course offered.)

CYS 477 FIELD EXPERIENCE II

Students will spend 180-210 contact hours in a field placement site plus on-campus supervision as assigned. Work-experience-level field placement enables the student to understand in-depth the agency's day-to-day operations, and how to apply theory to practice at the entry level of professional development. Focus of activities may be administration, research, or supervision.

Six credit hours. Prerequisites: CYS 377 and a minimum 2.0 cumulative GPA. Offered every semester.

CYS 498 INDEPENDENT STUDY IN CHILD AND YOUTH SERVICES

Computer Information Systems

CIS 115 COMPUTER APPLICATIONS

This course provides “hands-on” computer literacy by developing specific skills in the types of standard application software used in most organizations. The instruction includes the introduction of a graphical user interface (GUI), computer word processing, spreadsheets, and database management along with graphics, telecommunications and other pertinent topics such as computer ethics. Although Computer Information Systems majors can benefit from this course, it is especially recommended for students in other majors.

Three credit hours. Offered every semester (d & e).

CIS 120 INTRODUCTION TO INFORMATION SYSTEMS

An overview of computer information systems. This survey course introduces computer hardware, software, procedures, systems, human resources, and explores their integration and application in business and in other segments of society. The fundamentals of computer problem solving and programming in a higher-level programming language are introduced.

Three credit hours. Prerequisite: CIS 115; or Windows skills and computer file management. Offered Fall semester (d & e).

CIS 155 COMPUTER APPLICATIONS IN ELEMENTARY EDUCATION

This course provides “hands-on” computer literacy by developing specific skills in the types of standard application software used in Elementary Education. The instruction stresses management/administrative software used in the field on PC’s and PC software that a teacher in Elementary Education would likely encounter or want to use to perform well the duties expected of a teacher.

Three credit hours. Offered Fall semester (d & e).

CIS 160 INTRODUCTION TO PROCEDURAL PROGRAMMING: COBOL

An introduction to computer programming in a business environment. Emphasis on the fundamentals of structured program design, development, testing, implementation, and documentation of common business-oriented applications using COBOL. Discussion and application of top-down design strategies and structured programming techniques for designing and developing problem solutions. Coverage of language syntax, data and file structures, input and output devices, input editing, table processing, and sequential file creation and access.

Three credit hours. Prerequisite: CIS 120. Offered Spring semester in odd numbered years (d & e).

CIS 170 INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING: VISUAL BASIC

An introductory look at object-oriented/event-driven programming using Visual Basic. Programming concepts are taught using a task-driven approach which emphasizes applying concepts to realistic cases found in business. Other topics include selection structure, repetition, control arrays, sequential access data files, control boxes, menus, control and dialog boxes, random access files, variable and item-data arrays, and data management.

Three credit hours. Prerequisite: CIS 120. Offered Spring semester (d & e).

CIS 180 INTRODUCTION TO OBJECT-ORIENTED PROGRAMMING: C++

This is an introductory course in C++ programming and design. Traditional computing fundamentals are emphasized while recognizing the relevance and validity of object-oriented programming and design. Students completing this course will be familiar with structured programming, vectors, and using standard C++ classes. They will also be able to implement classes that have already been designed. Problem solving, programming, and design using a team experience are also introduced.

Three credit hours. Prerequisite: CIS 120. Offered Fall semester in even numbered years (d & e).

CIS 245 INTERMEDIATE MICROCOMPUTER APPLICATIONS

This course is a continuation of the introduction course on computer application. The course emphasizes the integration of popular microcomputer software using advanced concepts. Students will learn advanced features of (1) word processing such as tables, mail merge, macros, and desk-top publishing features; (2) spreadsheet program to develop charts, macros and use the database feature of spreadsheets; and (3) database program to create reports and forms using macros and modules.

Three credit hours. Prerequisite: CIS 115; or Windows skills and computer file management. Offered Spring semester (d & e)

CIS 250 COMPUTER ARCHITECTURE

This course introduces students to a broad technical description of computer hardware and system software. Topics that are most useful to Computer Information Systems students are stressed at an appropriate level of detail. This course provides a technical foundation for systems design, systems implementation, hardware and software procurement, and computing resource management.

Three credit hours. Prerequisite: CIS 120. Offered Spring semester (d & e).

CIS 290 INTRODUCTION TO INTERNET PROGRAMMING AND WEB DESIGN

This course introduces students to the theory and application of Web-based and Internet-related technologies in various business situations. Students will explore, create, and implement various

hypertext and multimedia applications in designing and developing a Web site. This course provides the basic knowledge, skills, and tools to begin using the vast resources and technologies available.

Basic and advanced HTML, JavaScript, and Java will also be covered.

Three credit hours. Prerequisite: CIS 115 or CIS 120. Offered Fall semester in even numbered years (d & e).

CIS 298 SPECIAL TOPIC IN COMPUTER INFORMATION SYSTEMS

(Topic to be specified each semester course offered.)

CIS 300 DATABASE DEVELOPMENT

Introduction to database concepts and development with an emphasis on structuring, navigating, and querying databases using host languages. Discussion and application of data structures, indexed and direct file organizations, models of data including hierarchical, network and relational. Discussion of storage devices, data administration and data analysis, design and implementation.

Three credit hours. Prerequisites: CIS 160 or CIS 170 or CIS 180; and CIS 250. Offered Fall semester (d & e).

CIS 330 DATA COMMUNICATIONS AND NETWORKS

This course provides an overview of the telecommunications industry today. It provides background and applications which a computer information systems or business major would find valuable for local area network administration.

Three credit hours. Prerequisite: CIS 115 or CIS 120. Offered Spring semester (d & e).

CIS 335 DECISION SUPPORT SYSTEMS

This course discusses the key technical and managerial issues in the effective development and use of decision support systems (DSS) in organizations. Decision support implies the use of computers to assist managers in their decision processes, support rather than replace managerial judgment, and improve effectiveness of decision making rather than just its efficiency. The course covers the tools, techniques, and theory of DSS and how they can be used to improve the quality of management decisions.

Three credit hours. Prerequisites: CIS 300 and CIS 330. Offered Spring semester in odd numbered years (d & e).

CIS 360 ADVANCED PROCEDURAL PROGRAMMING: COBOL

A continuation of CIS 160. Emphasis on structured methodology of program design, development, testing, implementation, and documentation of common business-oriented applications using COBOL. Includes coverage of sequential, indexed, and random access files and processing techniques and

development of programs and systems of programs for batch and interactive environments.
Three credit hours. Prerequisite: CIS 160. Offered Fall semester in odd numbered years (d & e).

CIS 370 ADVANCED OBJECT-ORIENTED PROGRAMMING: VISUAL BASIC

This is a continuation of the introductory course on programming with Visual Basic. Student should have an understanding of basic programming. This course will prepare the students to master high-level techniques for developing applications with Visual Basic. Advanced methods for object, database, client/server, and internet programming will be demonstrated through fully developed systems.

Three credit hours. Prerequisite: CIS 170. Offered Fall semester (d & e).

CIS 380 ADVANCED OBJECT-ORIENTED PROGRAMMING: C++

This course is a continuation of object-oriented programming and design using C++. After having covered the basics of programming with C++, students will modify, enhance, and ultimately design and implement their own classes of increasing complexity. Students will develop application projects and solve problems using specific analysis and design. Topics include matrix objects, recursion and pointers with dynamic memory management.

Three credit hours. Prerequisite: CIS 180. Offered Spring semester in odd numbered years (d & e).

CIS 398 SPECIAL TOPIC IN COMPUTER INFORMATION SYSTEMS

(Topic to be specified each semester course offered.)

CIS 400 SYSTEMS ANALYSIS AND DESIGN

This course introduces students to the analysis and design of computer-based information systems and major computer applications. The systems development life cycle is studied. Topics include the tools and techniques of system studies, problem definition, requirements analysis, feasibility study, systems design, implementation, and systems operation and support. A portion of the course is devoted to a computer aided software engineering (CASE) tool.

Three credit hours. Prerequisites: CIS 300 and CIS 330. Offered Fall semester (d & e).

CIS 415 EXPERT SYSTEMS

This course discusses the design and implementation of expert systems within the artificial intelligence paradigm. The classic topics of expert systems will be covered: knowledge representation, organization and architecture of knowledge-based systems, reasoning with uncertain and incomplete information, justification and explanation, production systems, rule-based programming, knowledge acquisition and engineering, applications of expert systems, and languages and tools for building expert systems.

Students will complete programming assignments in the Prolog language and use an expert system shell or development tool.

Three credit hours. Prerequisites: CIS 300 and CIS 330. Offered Spring semester in odd numbered years (d & e).

CIS 455 INFORMATION SYSTEMS PLANNING

An introduction to the financial, technical and strategic information system planning processes. Emphasis on the relationship of the information systems planning process to the overall business goals, policies, plans, management style and industry condition. Emphasis on the means of selecting large systems projects; assessing the installation's current state; determining processing, staffing, software, hardware and financing approaches. Review of hardware, software and services information sources. Three credit hours. Prerequisites: CIS 115 or CIS 120; and Junior standing. Offered Fall semester in even numbered years (d & e).

CIS 477 FIELD EXPERIENCE

Professional field involvement in information processing settings; increasing ability to relate principles to application in the computer field, becoming familiar with various areas in placement settings, developing a personal philosophy of information management reflecting practical as well as academic experience. This class may include seminar discussions to focus on students' field placement experiences through the presentation and evaluation of portfolios, through career skills planning, and through current issues in the computer information field.

Six credit hours. Prerequisites: CIS 400 and a minimum 2.0 cumulative GPA. Offered every semester.

CIS 480 ADVANCED SYSTEMS ANALYSIS AND DESIGN

This course provides an advanced study of structured systems analysis, design and development. Emphasis is on strategies and advanced techniques of structured and evolutionary analysis and design for producing logical methodologies for dealing with complexity in the development of information systems.

Three credit hours. Prerequisite: CIS 400. Offered Spring semester in even numbered years (d & e).

CIS 498 INDEPENDENT STUDY IN COMPUTER INFORMATION SYSTEMS

Criminal Justice

CRJ 101 INTRODUCTION TO CRIMINAL JUSTICE

An introductory course designed to provide a foundation of information on characteristics of crime and criminal justice procedure. An interdisciplinary approach is used, drawing on perspectives from legal studies, psychology, sociology, political science, history, and other disciplines.

Three credit hours. Offered Fall semester (d).

CRJ 160 CRIME AND SOCIETY

This course is designed to heighten the student's aware-ness of the theoretical explanations for criminal behavior and resulting ideas for prevention, treatment, and punishment which may be implemented by the government. The perspectives of the originators of criminological thought will be discussed as well as contemporary approaches to understanding the nature, causes, and prevention of crime.

Three credit hours. Offered Spring semester (d).

CRJ 170 LAW ENFORCEMENT ETHICS

This course is designed to provide the student with ethical awareness. The need for ethical standards throughout the criminal justice system has long been advocated. Discussion of ethical issues in particular situations will be included as well as high standards of behavior generally. Written codes and canons of ethics will be analyzed and evaluated.

Three credit hours. Offered Fall semester (d).

CRJ 180 INTRODUCTION TO PERSONAL COMPUTERS AND THEIR OPERATING SYSTEMS FOR COMPUTER CRIME INVESTIGATIONS

An introduction to the IBM-based personal computer and its DOS and Windows-based operating system designed for the Criminal Justice major who may eventually specialize in computer-related investigations. The course will provide an intermediate working knowledge of computer hard-ware and the basic operating systems of DOS and Windows. The course will focus on the creation, maintenance and destruction of data stored in electronic form, and provides an understanding of the significance of this data as possible evidence to criminal investigations. Three credit hours. Prerequisites: CIS 115; restricted to CRJ majors. Offered as needed.

CRJ 201 INTRODUCTION TO CRIMINAL LAW

A comprehensive introduction to the substantive law of crimes. Topics include: constitutional limits on behavior control; elements of crimes; offenses against people, property, public morality; criminal responsibility and defenses.

Three credit hours. Prerequisite: CRJ 101. Offered Fall semester (d).

CRJ 225 JUVENILE DELINQUENCY

An examination of delinquent behavior and its effect on society. Topics will include analyzing and describing the nature and extent of juvenile delinquency, causes of delinquent behavior, juvenile gangs, and other issues directly related to the study of delinquency.

Three credit hours. Offered as needed.

CRJ 240 CRIMINAL COURTS AND PROCEDURES

The study of the U.S. criminal justice system, which includes a study of the criminal justice process, law enforcement, adjudication, post-conviction strategies, and the juvenile justice system. Three credit hours. Prerequisite: CRJ 101. Offered Spring semester (d).

CRJ 250 SOCIAL ISSUES IN POLICING A MULTICULTURAL COMMUNITY

This course is designed to prepare students for careers of service to the public and in the criminal justice system by demonstrating an understanding of a variety of populations. The course will supply the student with an opportunity to experience multicultural populations through in-depth study and role-play simulations.

Three credit hours. Offered Spring semester (d).

CRJ 280 COMPUTER FORENSICS: ELECTRONIC MEDIA AS EVIDENCE

An introduction to evidence collection, preservation, examination and presentation in an investigation involving electronic media for the Criminal Justice major who may eventually specialize in computer-related investigations. The course will provide a working knowledge of the seizure of computers and other evidence in electronic form. The course will focus on the preservation and examination of data stored in electronic form, and provide an understanding of the significance of this data as possible evidence to criminal investigations.

Three credit hours. Prerequisites: CRJ 180; restricted to CRJ majors. Offered as needed.

CRJ 298 SPECIAL TOPIC IN CRIMINAL JUSTICE

(Topic to be specified each semester course offered.)

CRJ 301 CRIMINAL INVESTIGATION I

An introduction to the criminal justice system with a special focus on basic criminal investigations. The significance and application of investigative techniques and procedures for criminal and non-criminal investigators will be examined.

Three credit hours. Offered Fall semester (d).

CRJ 303 CRIMINAL INVESTIGATION I LAB

A criminal investigation laboratory which will introduce the student to the newest advances in crime fighting including basic fingerprinting, firearms identification, evidence control and examination, bloodstain evidence, and DNA. This lab is a required component and graduation requirement for CRJ majors.

One credit hour. Prerequisite: CRJ 301 or concurrent registration in CRJ 301. Offered Fall semester (d).

CRJ 310 CRIMINAL INVESTIGATION II

This is a continuation of the criminal investigation expo-sure completed in Criminal Investigation I (CRJ 301). The performance level of the study is expected to be more detailed and highly refined. Techniques and procedures for criminal and non-criminal investigators will be examined. Topics, which will be beneficial for the student to have greater detailed and in-depth study in, will be emphasized including searches and seizures, physical evidence, obtaining information, surveillance, homicide, and courtroom preparation.

Three credit hours. Prerequisite: CRJ 301. Offered as needed.

CRJ 320 PAROLE, PROBATION, AND COMMUNITY-BASED CORRECTIONS

Using the federal system as a model, this course adopts a practical approach to the study of the personnel, practices, and procedures that comprise parole, probation, and community-based corrections. Reference to relevant state models also will be made.

Three credit hours. Prerequisite: CRJ 240. Offered as needed.

CRJ 340 CORRECTIONS

A study of the field of corrections and correctional systems. As a result of perceived increases in violent crime and a sense of the randomness of victimization, citizens have demanded immediate and final resolutions to the problem of crime. Consequently, populations of prisoners have increased, previous programs such as chain-gangs have been renewed, and new ones, boot camps for example, have been implemented. Additionally, the age and gender gaps appear to be closing when it comes to committing crime as more females and older citizens are incarcerated. These trends require thoughtful consideration and leadership by those who work in the criminal justice system.

Three credit hours. Prerequisite: CRJ 240. Offered Fall semester (d).

CRJ 350 COMMUNITY POLICING

This course is designed to convey a philosophy of policing which includes the beliefs that the police and the community work cooperatively to resolve problems. This will be distinguished from previous efforts such as neighborhood watches, team policing, and other cooperative policing programs. An emphasis will be placed on a service orientation toward those the police have sworn to protect with additional emphasis placed on interpersonal skill development.

Three credit hours. Offered Spring semester (d).

CRJ 360 ADVANCED CRIMINAL LAW

This is a continuation of the study of the criminal law completed in CRJ 201. An in-depth, highly detailed study of the pervasive problems which must be resolved by the criminal justice system. Discussion of the means of the criminal law, imposing ruthless force upon individual lives and its ends, serving the highest order of social and human values will be considered.

Three credit hours. Prerequisite: CRJ 201. Offered as needed.

CRJ 377 FIELD EXPERIENCE I

This course provides the student with both observational and “hands-on” learning experience through participation in an internship, ideally in the field in which the student will be seeking employment. Students who are already on an established career path may enhance their visibility in the organization by completion of a special project related to their careers, subject to prior instructor approval. Three credit hours. Prerequisites: A minimum 2.0 cumulative GPA, Junior standing, and 24 credits in core courses. Offered every semester.

CRJ 380 COMPUTER CRIME INVESTIGATION: EVIDENCE, LAW, AND INVESTIGATIVE TECHNIQUES

This course will focus on the actual investigation of computer crime. The course covers the application of previously acquired skills of collecting and examining electronic evidence to the use of this evidence in a criminal investigation. Investigative techniques such as interviewing, surveillance and warrant execution also will be applied to investigations involving electronic evidence. Students will become thoroughly familiar with the current issues of computer crime investigation. Three credit hours. Prerequisites: CRJ 280; restricted to CRJ majors. Offered as needed.

CRJ 398 SPECIAL TOPIC IN CRIMINAL JUSTICE

(Topic to be specified each semester course offered.)

CRJ 401 CONSTITUTIONAL ISSUES IN CRIMINAL JUSTICE

The Constitution and its interpretation from the post-Civil War period to the present. Emphasis will be placed on Supreme Court decisions, how they affected civil rights, civil liberties, and reform movements.

Three credit hours. Prerequisites: CRJ 240 or HIS 150; and POL 101. Offered as needed.

CRJ 410 POLICE ADMINISTRATION

The thematic study of the capacity for change and dynamic qualities of police administration in the United States. A variety of perspectives are analyzed including behavioral, structural, and procedural approaches to facilitate a comprehensive understanding of the subject matter.

Three credit hours. Prerequisite: Senior standing. Offered as needed.

CRJ 415 RESEARCH METHODS IN CRIMINAL JUSTICE

This course is designed to develop student’s confidence and appreciation of the various research tools used in the field of criminal justice. Additionally, the student will develop an enhanced appreciation for the approaches to scientific inquiry and an ability to evaluate the efficacy of research tools used in each and become good consumers of research.

Three credit hours. Offered as needed.

CRJ 420 SENIOR SEMINAR/TOPICS

(Topic to be specified each semester course offered.)

This course provides the opportunity to offer specialty courses not included in the regular course offerings. Included may be various contemporary topics and issues such as domestic violence; stress and police personnel; death penalty; history of law enforcement; juvenile justice system; the nature of leadership, authority, and power; and organizational communication. A student may take this course more than once for credit under different topics.

Three credit hours. Prerequisite: Senior standing. Offered Fall semester (d).

CRJ 477 FIELD EXPERIENCE II

This is a continuation of the criminal justice system exposure completed in Field Experience I. The performance level of the assignment is expected to be higher than the Level I assignment. Students may elect to complete a project related to their careers, but it must be demonstrative of a high level of competence and difficulty, and approved by the department chairperson.

Three credit hours. Prerequisites: A minimum 2.0 cumulative GPA, Senior standing, and CRJ 377. Offered every semester.

CRJ 480 COMPUTER CRIME INVESTIGATION: COMPUTER NETWORKS AND THE INTERNET

This course will focus on the relationship of networks (and by extension, the Internet) to computer crime. The student will learn how to apply the previously acquired skills of collecting and examining electronic evidence to the use of this evidence in a criminal investigation which involves a computer network and/or the Internet. The course will also examine issues related to the detection, investigation and prevention of network intrusions. Three credit hours. Prerequisites: CRJ 380; restricted to CRJ majors. Offered as needed.

CRJ 498 INDEPENDENT STUDY IN CRIMINAL JUSTICE

Economics

ECO 200 MACROECONOMICS

Macroeconomics is a study of the national economy as an aggregate. The course includes a study of the determinants of the general price level, the rate of inflation, national income and production levels, monetary and budgetary policies, and unemployment. Three credit hours. Offered Fall semester.

ECO 201 MICROECONOMICS

Microeconomics focuses upon an analysis of utility and price elasticity within the framework of the American capitalistic system. An investigation is made of basic market structures with strong emphasis

upon oligopoly and real work issues of industrial organizations. Three credit hours. Offered Spring semester.

ECO 260 ECONOMETRICS I

This course provides students an introduction to statistics and its applications in business and economics. The course concerns itself with the application of statistics and the tools of statistical inference to the empirical measurement and testing of relationships postulated by economic theory. This will be accomplished through a comprehensive coverage of statistical concepts and strategies providing good preparation for the study of more advanced statistical material. The course will provide numerous applications of data analysis and statistical methodology offering considerable insights into the techniques by which data should be gathered as well as into the techniques through which a particular set of data should be analyzed once it has been gathered. Three credit hours. Prerequisite: MAT 114. Offered Fall semester.

ECO 261 ECONOMETRICS II

This course is a continuation of ECO 260. Statistical topics to be covered include design of experiments, analysis of variance, simple regression, multiple regression, model building, index numbers, forecasting, time series, chi-square and nonparametric statistics. The estimation and testing of linear economic models of two or more variables, statistical quality control, and decision analysis will be included. The course will rely on a specific computer-based application (SPSS, MINITAB, SAS, Excel, etc.) to create graphical and numerical outputs which will allow for in-depth interpretation of output, sensitivity analysis and examination of alternative modeling approaches. This course offers students an opportunity to learn practical approaches for analyzing data, ways of using data effectively to make informed decisions, and approaches for developing, analyzing and solving models of decision problems. Three credit hours. Prerequisite: ECO 260. Offered Spring semester.

ECO 380 Economics of Sports

This course applies basic economic theory to the analysis of several problems and issues in sports and recreation. Topics covered include: the history of the development of sports markets; the role of economics in the analysis of these markets; and the demand for activities, facilities, equipment, travel and leisure time. Problems affecting the recreation manager, such as pricing, investment, and budgeting are investigated in detail. Three credit hours. Prerequisite: ECO 201. Offered Spring semester.

ECO 498 INDEPENDENT STUDY IN ECONOMICS

Education

Elementary Education Program

EDU 110 INTRODUCTION TO EDUCATION

An introductory study of approaches to education through research and observations in elementary schools; a study of the organization of schools, role of school personnel, and a variety of elementary curricula. Three credit hours. Offered Fall semester (d & e).

EDU 223 EDUCATIONAL PSYCHOLOGY

A study of the basic methods and problems of psychology as applied to learning and teaching; explanation and evaluation of theories and research relevant to the work of the educator; intelligent application of well understood principles to solve practical classroom concerns. Three credit hours. Prerequisite: PSY 100. Offered Fall semester (d); offered Spring semester (e).

ESP 230 FOUNDATIONS OF SPECIAL EDUCATION

Presents the definitions, causes, psychological, and behavioral characteristics of disabilities as outlined in the Individual with Disabilities in Education Act (IDEA). Emphasizes assessment procedures, multicultural issues, family involvement, and referral process, along with the relevance of collaborative practices and shared involvement across general and special education programs. The view of disability as both an organic/biological issue and a social construct will be discussed. Students will review legal and service obligations under IDEA to include an examination and understanding of IEP, IFSP, and transition planning processes.

EDU 232 BASIC CONCEPTS OF LITERACY I

This is an in-depth study of literacy instruction for the classroom teacher. The nature of reading is explored in order to develop a working definition of reading. Using the conceptual framework of a balanced literacy program, the elements of reading are discussed, modeled and demonstrated. The student will design read alouds and shared reading experiences for the classroom. Lesson plans for guided reading which include mini skill lessons for concepts of print, phonic awareness, word recognition skills, concepts of language and concepts of literature are developed. Literature circles are introduced at the early fluency and fluency levels. Three credit hours. Offered every semester (d); offered Fall semester (e).

EDU 233 BASIC CONCEPTS IN LITERACY II

This course offers the student a continued in-depth study of literacy instruction in the classroom and literacy assessment for the elementary school teacher. The concept of literature circles for literacy instruction will be explored. Material as well as planning guides will be developed. The student will be presented with various instruments for the assessment of literacy skills such as sight words, phonics, structural analysis, and comprehension. Holistic assessment of literacy will also be discussed such as the New York Early Literacy Profile and the New York State English Language Arts Exams. Students will learn to administer, score, and interpret these assessments and use the information to inform instruction. Three credit hours. Prerequisite: EDU 232. Offered Spring semester (d & e).

EDU 234 THE ADOLESCENT READER AND LITERACY

This course offers the student an in-depth study of the skills necessary to enable the middle school teacher to assist the middle school child in developing appropriate literacy skills. The student will formulate a definition of reading. Students will develop materials appropriate for a balanced middle school literacy program including literature circles, word recognition skills, vocabulary and comprehension. Students will also have the opportunity to assess a middle school child's literacy level to better plan instruction. Three credit hours. Offered Fall semester (d & e).

EDU 235 CHILDREN'S LITERATURE

A systematic overview of authors, illustrators, and books written especially for children and young adults; psychology of writing for children and an analysis of works of various authors. Three credit hours. Offered Spring semester (d & e).

EDU 298 SPECIAL TOPIC IN EDUCATION

(Topic to be specified each semester course offered.)

EDU 340 CHILD ABUSE, DRUG AWARENESS, SCHOOL VIOLENCE AND OTHER CURRENT ISSUES IN EDUCATION

This course provides the student with opportunities to review literature for discussion, prepare materials for workshops or presentations, and debate issues. During this time, the student will explore such topics as substance and child abuse, health issues, abduction, school violence, and other relevant topics of concern. One credit hour. Prerequisite: Junior standing or earned Baccalaureate degree.

Offered Fall semester (d); offered Spring semester (e).

EDU 345 MIDDLE SCHOOL CHILD AND CURRICULUM

This course investigates the characteristics common to the middle school child. It examines areas of concern and effective teaching methods that can be employed by the middle school educator in congruence with the New York State standards for learning and in light of the inclusive, classroom setting. Three credit hours. Prerequisite: Junior standing in Education. Offered Spring semester (d & e).

EDU 350 EDUCATION METHODS AND MATERIALS: CREATIVE ARTS

This course provides study and application of methods and materials to integrate art and music in the elementary classroom setting. One credit hour. Prerequisite: Junior standing in Elementary Education. Offered Spring semester (d); offered Fall semester (e).

EDU 351 EDUCATION METHODS AND MATERIALS: GENERIC CORE

This course provides study and application of methods and materials appropriate for the understanding and implementation of a variety of "generic" situations appropriate for an elementary classroom setting. Three credit hours. Prerequisite: Junior standing in Elementary Education or earned Baccalaureate degree. Offered Spring semester (d); offered Fall semester (e).

EDU 352 EDUCATION METHODS AND MATERIALS: LANGUAGE ARTS

This course provides study and application of methods and materials appropriate for English language arts in an elementary classroom setting. Two credit hours. Prerequisites: EDU 233, EDU 235, SPE 130, WRT 200, and Junior standing in Elementary Education. Offered Spring semester (d); offered Fall semester (e).

EDU 353 EDUCATION METHODS AND MATERIALS: MATHEMATICS

The study and application of methods and materials appropriate for the teaching of mathematics in the elementary school. Two credit hours. Prerequisite: Junior standing in Elementary Education. Offered Spring semester (d); offered Fall semester (e).

EDU 354 EDUCATION METHODS AND MATERIALS: SCIENCE

This course provides study and application of methods and materials appropriate for science in an elementary classroom setting. Two credit hours. Prerequisite: Junior standing in Elementary Education. Offered Spring semester (d); offered Fall semester (e).

EDU 355 EDUCATION METHODS AND MATERIALS: SOCIAL STUDIES

This course provides study and application of methods and materials appropriate for the teaching of social studies in an elementary classroom setting. Two credit hours. Prerequisite: Junior standing in Elementary Education. Offered Spring semester (d); offered Fall semester (e).

EDU 377 JUNIOR PARTICIPATION AND SEMINARS

This course provides Education majors with pre-student teaching experience that will be both campus and site-based. The students will be assigned to two situations, one at each level of their certification: Childhood (Grades 1-5) or Middle Childhood (Grades 5-9). A professional portfolio and journal will

be developed. Three credit hours. Prerequisites: EDU 233 or EDU 234 and a minimum 2.5 cumulative GPA. Offered every semester (d).

EDU 398 SPECIAL TOPIC IN EDUCATION

(Topic to be specified each semester course offered.)

EDU 465 CONTENT AREA LITERACY

The students will explore the role of reading and writing in the content areas. Various methods and strategies for teaching and improving reading and writing in the content areas will be identified. Students will develop materials using various strategies for developing vocabulary, comprehension, and study skills in the content areas. Three credit hours. Prerequisite: EDU 233. Offered Spring semester (d); offered Fall semester (e).

EDU 469 FOUNDATIONS OF EDUCATION

Provides the major block of work in educational theory; examination of current and anticipated educational trends from the sociological, philosophical, and historical perspectives. Three credit hours. Prerequisite: Senior standing in Elementary Education. Offered Spring semester; offered Fall semester (e).

EDU 477 STUDENT TEACHING /SEMINAR: CAREER AND OCCUPATIONAL STUDIES

This course provides students with on-site experience. Students will be assigned two situations, one at each level of their certification: Childhood (primary/intermediate levels) or Middle Childhood (intermediate/middle school levels). A professional portfolio and journal will be completed. Students will also, through seminars, become familiar with the New York State Learning Standards for Career Development and Occupational Studies. Twelve credit hours. Prerequisite: EDU 350, EDU 351, EDU 352, EDU 353, EDU 354, EDU 355, and a minimum 2.5 cumulative GPA. Offered every semester (d).

EDU 498 INDEPENDENT STUDY IN EDUCATION

English

NOTE: All new students entering the College are required to take ENG 100, ENG 110, and ENG 200 within their first 45 credits at Medaille. Transfer students with more than 45 credits already completed should complete these courses as soon as possible.

ENG 100 COLLEGE WRITING I

This course introduces students to the process of writing they will need for success in college. It increases students' abilities to communicate confidently with others, to think clearly, and to organize

ideas. Pre-writing, drafting, revising, and editing are emphasized. Students will produce a portfolio of their writings including a self assessment.

Three credit hours (3). This course is required for and limited to all students who place within the specified range on the placement test. Offered every semester.

ENG 110 COLLEGE WRITING II

This course develops students' abilities to write effectively in college. It assists students to make judgments regarding content within their own writing, particularly when utilizing researched sources. It also emphasizes organization, structure, revision, and mechanics. Students will produce a portfolio of their written work, including a self assessment.

Three credit hours (3). Prerequisite: ENG 100 or suitable score on the writing assessment. Offered every semester.

ENG 200 ANALYTICAL WRITING

This course is designed to follow ENG 110. It develops students' skills in critical thinking and in writing analyses, using subject matter from across the curriculum. Each writing assignment requires research and writing from sources. Students will produce a portfolio of their written work, including a self assessment. Three credit hours (3). Prerequisite: ENG 110 or its equivalent in transfer credits. Offered every semester.

ENG 205 INTRODUCTION TO LITERATURE

This course introduces students to the basic literary forms, techniques and processes used in poetry, drama and the short story, as well as to some of their classical origins. In addition to selections from European and American literature, students will read selected classical and religious texts that have contributed to the development of Western Literature.

Three credit hours (3). Prerequisite: None. Offered every semester.

ENG 210 INTRODUCTION TO CREATIVE WRITING

This course introduces students to the tools and techniques needed to compose different types of creative writing, including fiction, poetry, drama and, at the discretion of the instructor, perhaps one other genre such as creative non-fiction or the personal essay. This course also is designed to help students learn how to express idea, emotion, and other experiences in language through traditional, contemporary, and experimental forms of stories, poems, plays, and essays. This course also will help build students' confidence in the oral performance of their creative writing and provide them knowledge about how to publish their own work.

Three credit hours (3). Prerequisite: GEN 110. Offered Spring semester.

ENG 215 SURVEY OF WORLD LITERATURE

This survey course is designed to introduce students to representative works (short stories, poems and plays) of world literature.

Three credit hours (3). Prerequisite: None. Offered Spring semester.

ENG 260 BUSINESS AND PROFESSIONAL WRITING

This course explores the different types of business and professional writing, helping students to recognize the variety of career options for and responsibilities of professional and business writers and the most important resources in the field. Students review and learn how most effectively to implement the basic grammar and usage rules they have studied in other courses, as well as how to incorporate graphs, pictures, and other visual information effectively into their written texts. Students also investigate the necessary relationship between audience and style, and the ethical implications of business and professional forms of communication, while learning how to apply persuasive writing strategies to different professional contexts. Students produce a portfolio in both print and web-based media that will include a resume, letters, memoranda, brochures, instructions, and short reports.

Three credit hours (3). Prerequisite: ENG 200. Offered Spring semester.

ENG 270 Argumentation and Persuasion

This course offers a detailed study of the principles employed in effective written arguments and persuasive pieces. The course will familiarize students with the tools and techniques of persuasion, and place special emphasis on the nature of argument. Practical application of the art of persuasion in the professional world will be included. The course will provide extensive writing practice.

Three credit hours (3). Prerequisites: ENG 200 and PHI 200. Offered as needed.

ENG 298 Special Topics in English

Topic specified each semester course offered.

Three credit hours (3). Prerequisites: ENG 200 or higher. Offered as needed.

ENG 300 FICTION WORKSHOP

This course helps the student to focus his/her creative ideas and thoughts and write short pieces of fiction with a view toward entering contests, freelancing his/her work and other areas of publication. The student through actual writing of short stories will come to a better awareness and appreciation of the short story as an art form.

Three credit hours (3). Prerequisite: ENG 200. Offered Fall semester.

ENG 305 BRITISH LITERATURE: MIDDLE AGES TO THE EIGHTEENTH CENTURY

This course surveys selected major authors from the Middle Ages through the Restoration and early 18th century. Emphasis of the course is on major authors, the historical contexts of literary production and reception, and the historical development of the English language.

Three credit hours (3). Prerequisite: Any 200-level literature courses. Offered Fall semester.

ENG 310 POETRY WORKSHOP

This course is designed to introduce the student to the tools and techniques needed for writing poetry. It is a course in the creative expression of thought and idea combined with the discipline of learning traditional, contemporary, and experimental forms of poetry. It is also designed to give the student confidence in oral reading of poetry and knowledge of how to publish.

Three credit hours (3). Prerequisite: ENG 200. Offered Spring semester.

ENG 315 British Literature: Late Eighteenth Century through the Twentieth Century

This course surveys selected major authors from the Romantic Period through the 20th century. Emphasis of the course is both on major authors and the historical development of literary traditions. Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Spring semester.

ENG 320 DRAMA WORKSHOP

This course will provide a practical introduction to writing for the stage. It will include a study of dramatic structure, character, themes, and theatrical devices. Through experiential activities, students will gain an appreciation for issues such as the effective use of space, movement, light, dialogue, and sound. Students will write exercises or short scenes every week, and that writing will become the basis of a one-act play, which will be the final project.

Three credit hours (3). Prerequisite: ENG 200. Offered Fall semester.

ENG 325 American Literature: Colonial to the Civil War

This course is an intensive critical study of American literature beginning with texts of the New World exploration and settlement up until the Civil War, inclusive of Native American oral literature. Emphasis in the course is on both individual works and literary/historical traditions.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Fall semester.

ENG 330 *PRELUDE* PRACTICUM I

This course introduces students to the tools and strategies needed to publish the *Prelude*, Medaille's creative arts journal. This course will help students learn how to obtain submissions for publication, set up editorial criteria for selection of submissions, notify authors about selection or rejection of their submissions, and create a story board for format and layout of the journal. This course also will help students learn how to edit selected copy and how to organize, publicize, and implement campus and

community readings or other events to encourage interest in and support for the *Prelude*.
One and a half credit hours (1.5). Prerequisite: None. Offered Fall semester.

ENG 331 PRELUDE PRACTICUM II

This course helps students master the tools and strategies needed to complete desk-top publication of the *Prelude*, as well as a website. This course also is designed to help students learn how to edit and organize copy, as well as how to use desk-top publishing software to format and layout a book of poems, stories, and visual art. The course also helps students master the software skills necessary to build a web-related materials for the *Prelude*.

One and a half credit hours (1.5). Prerequisite: ENG 330. Offered Spring semester.

ENG 335 American Literature: Civil War through the Twentieth Century

This course is an intensive critical study of American literature from the start of the Civil War through the 20th century, emphasizing both individual works and literary/historical traditions.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Spring semester.

ENG 345 FILM ART AND APPRECIATION

This course explores the development of film as an art form in its historical, political, and cultural contexts. Students learn to become active viewers of film through analysis of film technique, genre, and theory. Special emphasis is placed on the connections between cinematic “language” and the world of literature: not only because film and literature are closely linked in their use of narrative, but also because methods of literary analysis provide a useful avenue into film analysis.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered as needed.

ENG 355 MAJOR LITERARY FORMS

This courses studies one of the important forms of literature: drama, short story, novel, or poetry using representative examples. The course will include the history and development of the form as well as its nature and variety. A student may take the course

more than once for credit under different literary forms.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Fall semester.

ENG 360 Advanced Report and Proposal Writing

This course teaches advanced critical thinking and writing skills for application in various academic disciplines and professional contexts. Students also learn how most effectively to produce professional and academic discipline specific texts that are print-ready, coherent, and cohesive. Students produce a portfolio in both print and web-based media that will include an advanced research report and a proposal.

Three credit hours (3). Prerequisite: ENG 200. Offered Spring semester.

ENG 365 ETHNIC LITERATURE IN AMERICA

This course analyzes the literature of selected minority groups. The course will focus on the literature of African-Americans, Native Americans, Hispanics, and Jews. It will cover the cultural and historical heritage expressed through the literature as the vision of the minority experience in America and the more universal nature of the human condition.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Spring semester.

ENG 370 Teaching and Evaluating Writing

This course is a study of modern approaches to the teaching of writing, emphasizing writing for practice, responding to writing, and developing practical tools for secondary school writing instruction. Coursework will include holistic scoring and portfolio evaluation.

Three credit hours (3). Prerequisites: EDU 200, EDU 233 or 234, or by instructor permission. Offered as needed.

ENG 375 Young Adult Literature

This course is a study of modern adolescent literature, which focuses primarily on novels, and includes poetry and drama, in the context of teaching middle and high school language arts. The course will examine the history, development, and genres of secondary school literature.

Three credit hours (3). Prerequisites: ENG 200, any 200-level Literature course, EDU 233 or 234, or by instructor permission. Offered as needed.

ENG 398 Special Topics in English

Topic specified in each semester course offered.

Three credit hours (3). Prerequisite: ENG 200 or higher. Offered as needed.

ENG 400 SENIOR PORTFOLIO

In this workshop, students with previous experience in writing for business, technical writing, and/or creative writing, learn how to write for publication. The class employs a workshop approach, whereby students are exposed to all types of writing and publication issues, while themselves choosing one area of writing in which to focus on publication. Students learn what manuscripts should look like, how to professionally submit them for publication, and how to identify markets and submit to internet publications. They will also learn about the business of publishing, about grants and contests, self-publishing options, and how to use revision to turn manuscripts into finished products.

Three credit hours (3). Prerequisite: Any writing course 260 or above. Offered Spring semester.

ENG 405 Themes and Topics in American Literature

This course analyzes selected themes or topics from American literature. A student may take this course more than once for credit under different themes/topics.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Spring semester.

ENG 415 THEMES AND TOPICS IN BRITISH LITERATURE

This course provides an in-depth study of a specific theme or topic from British literature. A student may take this course more than once for credit under different themes/topics.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Fall semester.

ENG 425 Themes and Topics in World Literature

This course explores a significant theme or topic reflected in major literary works and/or authors from world literature. A student may take this course more than once for credit under different themes/topics.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Spring semester.

ENG 435 MAJOR LITERARY FIGURES

This course provides an intensive study of the works of a major writer or a highly limited number of related authors. A student may take this course more than once for credit under different literary figures.

Three credit hours (3). Prerequisite: Any 200-level literature course. Offered Fall semester.

ENG 460 Literary Theory and Criticism: English Seminar

This course considers the history of literary theory and criticism from New Criticism through contemporary theoretical developments. Over the course of the semester, students will apply theoretical approaches to the analysis of literary works and other forms of creative expression. Students will also explore the relationship of literary theory and criticism to the construction and revision of literary canons.

Three credit hours (3). Prerequisite: This course is restricted to English and Secondary Education majors. Other majors may enroll with special approval from department chairs. Offered Fall semester.

ENG 477 English Field Experience

In this field experience, students work with a local publication or in some other writing-based career employer. Skills practiced in the field experience are expected to be at a high-level of competence and difficulty, as well as approved by the Humanities Department Chairperson and/or appropriate Program Director.

Three credit hours (3). Prerequisite: Any writing course 260 or above; and a minimum 2.0 cumulative GPA. Offered every semester.

ENG 498 Independent Study in English

Topic developed by student and instructor for each semester offered.
Three credit hours (3). Prerequisite: ENG 260 or above. Offered as needed.

Financial Services

FNS 201 FINANCIAL MANAGEMENT

This course seeks to develop the theoretical and practical uses of financial management principles including the concepts of risk, return and value. Coverage includes financial statement analysis, forecasting, working capital management, capital budgeting and long-term financing strategies. Three credit hours. Prerequisite: ACC 102. Offered Spring semester.

FNS 298 SPECIAL TOPIC IN FINANCIAL SERVICES

(Topic to be specified each semester course offered.)

FNS 300 FINANCIAL PLANNING

This course provides an overview of the financial planning process. It introduces the legal, ethical, and regulatory issues affecting financial planners, as well as the following topics in financial planning: analyzing a client's financial situation, capital accumulation methods, risk management, tax management, and investment management. Three credit hours. Prerequisite: ACC 102. Offered Fall semester.

FNS 301 INVESTMENT PLANNING

An examination of various investment opportunities with primary emphasis on equity and debt instruments (stocks and bonds). Other investments covered may include real estate, collectibles, precious metals and gems. Three credit hours. Prerequisite: FNS 201 or FNS 300. Offered Spring semester.

FNS 305 MONEY, BANKING AND MONETARY ECONOMICS

Study of money and the financial system. Particular attention given to the operation, function, and structure of the banking system and functions of central banking. The role of monetary theories, monetary management and the effectiveness of monetary policy is studied. Three credit hours. Prerequisites: ECO 201 and FNS 201. Offered Fall semester in odd numbered years.

FNS 310 FINANCIAL MARKETS AND INSTITUTIONS

A study of the operation of financial intermediaries and their role in the financial system. The operation of the capital and money markets, determinants and structure of interest rates and the

regulation of the financial sector are also explored. Three credit hours. Prerequisite: FNS 201 or FNS 300. Offered Fall semester in even numbered years.

FNS 320 RETIREMENT PLANNING AND EMPLOYEE BENEFITS

This course provides an overview of the various qualified and non-qualified plans. A study is made of the following topics: personal tax-deferred retirement programs; qualified retirement plan design; government sponsored plans; group life, health and disability insurance; non-qualified deferred compensation; costs and funding requirements of federal laws; and tax considerations. Three credit hours. Prerequisite: FNS 201 or FNS 300. Offered Fall semester.

FNS 325 INSURANCE PLANNING

This course introduces the principles of risk management and insurance. Topics covered will include the identification of risk exposures; selecting appropriate risk management techniques; risk transfer through the use of life, health, casualty and liability insurance; basic insurance contracts; and an introduction to the insurance industry. Three credit hours. Prerequisite: FNS 201 or FNS 300. Offered Fall semester.

FNS 330 ESTATE PLANNING

This course studies the estate planning process. Topics included are: the fundamentals of federal estate and gift taxation; methods of exclusion and valuation; wills, intestacy, and the probate process; trusts; property ownership forms; charitable transfers; and business transfers. Three credit hours. Prerequisite: FNS 201 or FNS 300. Offered Spring semester.

FNS 340 REAL ESTATE LOANS: STRUCTURE AND ANALYSIS

A thorough consideration of real estate as a growing component of banks' loan portfolios. Course includes a specific investigation of various banks' loan policies, risk analysis, loan pricing and servicing, and other related topics. Construction lending is reviewed as well. Three credit hours. Prerequisite: FNS 305. Offered as needed.

FNS 377 FIELD EXPERIENCE I

This course provides the student with both observational and “hands-on” learning experience through participation in an internship, ideally in the specific area of the financial services field in which the student will be seeking employment. Students who are already on an established career path may enhance their visibility in the organization by completion of a special project related to their careers, subject to prior approval of the Director of Academic Field Placements. Three credit hours. Prerequisites: CIS 115, FNS 201, FNS 300, MKT 215, Junior standing, and a 2.0 cumulative GPA. Offered every semester.

FNS 398 SPECIAL TOPIC IN FINANCIAL SERVICES

(Topic to be specified each semester course offered.)

FNS 405 BANKING LAW AND REGULATION

This course deals with the general regulation of banking, bank holding companies and other financial institutions. Topics to be covered include bank failures, FDIC, antitrust litigation, bank mergers and commercial transactions. Three credit hours. Prerequisite: BUS 315. Offered as needed.

FNS 410 FINANCIAL STATEMENT AND CREDIT ANALYSIS

This course emphasizes the analytical skills necessary to successfully evaluate the credit worthiness of potential borrowers. The following topics will be covered in detail: ratio analysis, trend analysis, cash flow and liquidity analysis, loan pricing, and the structuring of loan agreements. Three credit hours. Prerequisites: ACC 350, FNS 301, and FNS 305. Offered as needed.

FNS 477 FIELD EXPERIENCE II

This is a continuation of the exposure completed in Field Experience I. The performance level of the assignment is expected to be higher than the Level I assignment. Students may again elect to complete a project related to their careers, but it must be demonstrative of a higher level competence and difficulty, and approved by the Director of Academic Field Placements. Three credit hours. Prerequisites: FNS 377, Senior standing, and a 2.0 cumulative GPA. Offered every semester.

FNS 498 INDEPENDENT STUDY IN FINANCIAL SERVICES

French

FRE 101 ELEMENTARY FRENCH I

This course will instruct the student in the basic grammatical structures of French. Special emphasis will be placed on oral skills. Vocabulary building and role playing, utilizing the spoken language in everyday situations, will be stressed.

Three credit hours. Prerequisite: None. Offered as needed.

FRE 102 ELEMENTARY FRENCH II

A continuation of FRE 101. This course will instruct the student in more complex grammatical structures and vocabulary building while encouraging an increased degree of accuracy and control in the spoken language.

Three credit hours. Prerequisite: FRE 101 or high school French. Offered as needed.

FRE 498 INDEPENDENT STUDY IN FRENCH

General Education

GEN 110 Ideas and Experiences: Introduction to Critical Thought and Expression

As the first component of Medaille's General Education Core, this Liberal Arts course is designed to provide students with an introduction to the expectations and opportunities of college life. Throughout the course, critical thinking, problem-solving, and communication skills are emphasized in the exploration and evaluation of significant ideas. In addition, the course specifically addresses the academic, study, and personal skills required for success at Medaille. Students also participate in and analyze social and group interactions.

Three Credit Hours

This course is required of all first-year students.

Offered every semester (d&e)

GEN 220 COLONIAL N. AMERICA: CASE STUDY IN CULTURAL INTERACTION

This course examines the ways in which widely-divergent cultures interacted with each other and with specific environments in seventeenth and eighteenth century North America. The course uses historical, anthropological, social, economic, political, and other perspectives to assist students to develop more sophisticated understandings of the American past, and the complex nature of global cultural interactions of which the colonial American experience is an example.

Three credit hours.

Prerequisites: GEN 110 and WRT 175.

Offered every semester (d & e).

GEN 230 CREATIVE EXPRESSION

(Topic to be specified each semester.)

This course explores forms of creative expression in visual, performing, and literary arts. Students will acquire abilities and perspectives about these arts and interrelationships among them. In addition, through exploring, developing, and demonstrating their creativity in one art form, students will enhance their understanding of artistic expression. A student may not take this course more than once for credit under different topics.

Three credit hours.

Prerequisites: GEN 110 and WRT 175.

Offered every semester (d & e).

GEN 240 SCIENTIFIC DISCOVERY

An inquiry into the process of scientific discovery, its methodology, development, relationship with technology, and role in modern society. By exploring aspects of scientific inquiry, students will develop a critical awareness of scientific and technological issues, methods, and processes.

Three credit hours.

Prerequisites: GEN 110 and WRT 175.

Offered every semester (d & e).

Note: Registration for both the lecture (GEN 240) and the lab (GEN 240 L) is required.

GEN 410 BACCALAUREATE CAPSTONE I

The baccalaureate capstone is a course about ideas and the ways in which the educated person contends with them. The course deals in an integrative, interdisciplinary fashion with the five broad General Education themes: Self and Others, Global Perspectives, Creative Expression, Science and Technology, and Communication. The course invites students to engage in a sophisticated way with ideas and works that raise questions about and shed light upon contemporary life. Through the process of reading, reflection, writing, and discussion, students will be required to demonstrate the critical thinking and communication skills generally held to be the hallmark of the educated individual pursuing and enjoying an informed life.

Three credit hours.

Prerequisites: Junior standing and completion of all lower-level General Education requirements.

Offered every semester (d & e).

GEN 411 BACCALAUREATE CAPSTONE II

This seminar course gives students the opportunity to integrate their course work with individual research projects. Each student is responsible for the production, presentation, and defense of a research paper which addresses a specific academic topic related to the College's General Education core. Research projects must demonstrate significant knowledge within the selected topic area, an understanding of its place in an integrated intellectual framework, and a high level of skill development.

Three credit hours.

Prerequisite: GEN 410.

Offered every semester (d & e).

Geography

GEO 110 PHYSICAL GEOGRAPHY

A general survey of the physical aspects of earth's environment including man's relationship to it.

Three credit hours. Offered Fall semester (d); offered Fall semester in even numbered years (e).

GEO 310 CULTURAL GEOGRAPHY

A study of mankind with its diverse cultures, economies, settlement patterns, spatial arrangements within and between urban areas, including the use of models as a means of understanding spatial phenomena.

Three credit hours. Prerequisite: WRT 175. Offered Fall semester (d); offered Fall semester in odd numbered years (e).

GEO 498 INDEPENDENT STUDY IN GEOGRAPHY

Health and Human Services

HHS 100 INTRODUCTION TO HUMAN SERVICES ACROSS THE LIFE SPAN

This course is designed to introduce students to the target populations to be served by human services; an overview of career choices in the human services field; and concepts, skills, tasks and activities comprising human service practice. The course will look at ways of helping consumers function more effectively, a study of a variety of applicable techniques placing major emphasis on the process of getting services to people in need, and a brief look at ways of managing work to deliver effective and efficient services. Skill application will be stressed through realistic practice exercises.

Three credit hours. Offered Fall semester (d & e).

HHS 120 THE DYNAMICS OF INTERVIEWING

This course will provide students with an in-depth study and application of interviewing in human service agencies. The students will learn the purpose and mechanics of the interview. Skill application will be stressed using an Inter-personal Model which is relevant to an understanding of the interviewing process.

Three credit hours. Offered Spring semester (d & e).

HHS 200 PROFESSIONAL INTERACTIONS WITH OLDER ADULTS

This course is designed to prepare Health Services majors to work in a variety of professional relationships with the older adult. The central topics will be the special needs and interests of the elderly, helping the elderly gain greater control over their environment and relationships, and determinants of the (self) image of the older adult.

Three credit hours. Prerequisite: HHS 100 or PSY 100. Offered as needed.

HHS 210 INTRODUCTION TO DISABILITIES

This course provides a comprehensive perspective concerning disabilities and the disability arena in the United States. The three major disabilities will be the focus:

(1) mental illness; (2) mental retardation, developmental disabilities; and (3) substance abuse.

Identification of differences across systems will be included. The format will be both interdisciplinary and cross modalities from the medical, sociological, and legal frame of reference.
Three credit hours. Offered as needed.

HHS 211 INTRODUCTION TO DISABILITY LAW

This course is intended to provide a foundation in disability rights for people contemplating employment in organizations working with people with disabilities. It will begin with a short introduction into the historical and cultural development of the construct of disability rights. It will then explore two broad categories of law which affect people with disabilities: (1) civil rights protections, such as the rights of people in institutions, freedom from discrimination in the community, confidentiality and special education; and (2) entitlements, such as Social Security, Medicaid, Vocational Rehabilitation, and community based services.
Three credit hours. Offered as needed.

HHS 230 PRINCIPLES AND PRACTICE OF FORENSIC MENTAL HEALTH

This course is designed to provide students with insight into the basic theories of forensic mental health and the purpose of this category in the mental and legal systems. Emphasis will be upon the Erie County system, which will be analyzed along with its history, development and present and future course as a conceptual model.
Three credit hours. Prerequisite: HHS 100. Offered as needed.

HHS 258 PEOPLE IN CRISIS

This course will present an overview of crisis theory from its historical development to its present utilization. It will present crisis theory, its application in human services delivery systems and specific kinds of crises that the general population encounters. It will also deal with specific crises that affect small segments of the community, recognition of crises and some knowledge of workable intervention techniques.
Three credit hours. Prerequisite: HHS 100. Offered as needed.

HHS 264 COUNSELING

This course concentrates on the counseling process and how it differs from other interpersonal relationships. It looks at the history of counseling, major counseling theories (psychoanalytic, learning and self theory) and some of the applied psychotherapies, such as Gestalt, Rational/ Emotive, Transactional Analysis and Client-Centered (Rogers). Various topics may be discussed which examine special issues in counseling and special client populations.
Three credit hours. Prerequisite: HHS 120. Offered Fall semester (d & e).

HHS 268/SSC 268 SEMINAR ON ALCOHOL AND DRUGS

An opportunity for students to attempt to understand the nature of the contemporary drug/alcohol problem; preparation for dealing objectively with the complex nature of drug/alcohol abuse. Three credit hours. Offered as needed.

HHS 277 FIELD EXPERIENCE I

At the sophomore level, students are expected to develop interviewing skills on a one-to-one basis. Interviewing may take the form of obtaining a social history, initial intakes, ascertaining client needs, etc. Although it may be necessary initially for the student to sit in with the interviewer, it is expected that the student will do some interviewing independently during the semester. Students are also required to gain an extensive understanding of agency functions including funding sources, structure, and policies. Eight to ten hours per week or 90-120 hours per internship is required. Three credit hours. Prerequisites: HHS 100 and a minimum 2.0 cumulative GPA. Offered every semester.

HHS 280 CULTURAL AND SOCIAL INFLUENCES ON ALCOHOLISM AND CHEMICAL ABUSE

This course surveys the cultural and social forces impacting alcoholism and chemical abuse. Students will understand the supports and constraints upon chemical use, abuse, and addiction within broadly defined multicultural and multinational parameters. Three credit hours. Offered as needed.

HHS 285 WORKSHOP IN MAJOR DISABILITIES: MICA (MENTALLY ILL /CHEMICALLY ADDICTED)

This course is comprised of the examination of individuals with a MICA (mentally ill/chemically addicted) diagnosis. Practitioners who are considered knowledgeable in the newly emerging field will be solicited as instructors. The focus of the class will be upon identification, causation, prevalence, treatment, maintenance and prognosis. Available career preparation will be a significant aspect of this course. The relationship of families, consumers themselves and the community at large will also be addressed.

One credit hour. Prerequisite: HHS 277 or CYS 377. Offered as needed.

HHS 286 WORKSHOP IN MAJOR DISABILITIES: PSYCHIATRIC CONDITIONS OF THE AGING

This course is comprised of the examination of psychiatric conditions of the aging. Practitioners who are considered knowledgeable in the newly emerging field will be solicited as instructors. The focus of the class will be upon identification, causation, prevalence, treatment, maintenance and prognosis. Available career preparation will be a significant aspect of this course. The relationship of families, consumers themselves and the community at large will also be addressed.

One credit hour. Prerequisite: HHS 277 or CYS 377. Offered as needed.

HHS 287 WORKSHOP IN MAJOR DISABILITIES: PSYCHIATRIC CONDITIONS OF MRDD (MENTALLY RETARDED, DEVELOPMENTALLY DISABLED)

This course is comprised of the examination of mentally retarded and developmentally disabled individuals with a psychiatric diagnosis. Practitioners who are considered knowledgeable in the newly emerging field will be solicited as instructors. The focus of the class will be upon identification, causation, prevalence, treatment, maintenance and prognosis. Available career preparation will be a significant aspect of this course. The relationship of families, consumers themselves and the community at large will also be addressed. One credit hour. Prerequisite: HHS 277 or CYS 377. Offered as needed.

HHS 290 CHEMICAL DEPENDENCY: ITS PSYCHOBIOLOGICAL EFFECTS

This course is designed to provide students with the understanding of pharmacology as it relates to the medical and psychological effects of chemical dependency. The influence of alcohol/drug usage presents the initial hazard to recovery and rehabilitation. As part of the treatment program for the chemically dependent, counselors (students) must be educated to the relationship between alcohol and drug abuse to specific types of pathology. Three credit hours. Offered as needed.

HHS 295 TREATMENT PLANNING, MANAGEMENT PROGRAMMING FOR THE CHEMICALLY DEPENDENT

This course is designed to focus upon the broad base of professional planning, programming and management of rehabilitation services for those addicted to chemical dependency. Treatment settings, components of service delivery systems will be reviewed. The process factors related to implementation of programming and management. Evaluations will address the issues of quality assurance and treatment, program and success. Three credit hours. Offered as needed.

HHS 298 SPECIAL TOPIC IN HEALTH AND HUMAN SERVICES

(Topic to be specified each semester course offered.)

HHS 301 PROGRAM PLANNING AND ADMINISTRATION

The course provides an examination and analysis of public and private human service and nonprofit agencies and their relationship with government and each other. Pertinent legislation is traced from inception to implementation. The manner in which a program (agency level) is planned, funded, and implemented is discussed in depth as well as identifying the political, social, and personal pressures affecting policy formation. It also introduces the student to creative problem-solving, proposal

preparation and submission, and the funding process.

Three credit hours. Prerequisite: HHS 277 or Junior standing. Offered Fall semester (d & e).

HHS 347 ORGANIZATIONAL STRUCTURE AND COMMUNICATION

Students study the traditional, human relations and social systems theories of human organization. Focus centers on seeing the organization as a living open system with its roles, positions and communication networks filled by people who must communicate dynamically in order to satisfy individual and organizational needs.

Three credit hours. Prerequisite: MGT 110 or HHS 301. Offered Spring semester (d & e).

HHS 350 ETHICS FOR THE HUMAN SERVICES PROFESSIONS

This course provides a body of information which focuses upon ethical issues that affect the health and human service professions in such delineated sectors as community agencies, schools, private practice, hospitals, clinics and other health-care settings. It includes specialties such as group work, individual and marital counseling. It also addresses ethical issues which are correlated with cross-cultural, generational, and gender-specific populations. The course will include the development and analysis of a process in reasoning to be operationalized in field work and then practice, which will allow for the resolution of basic ethical issues which will be faced throughout a career. The existing professional ethical codes will be analyzed, compared and measured for effectiveness in social control of professionals as well as their effect upon the various fields.

Three credit hours. Prerequisite: Junior standing. Offered Fall semester (d & e).

HHS 357 GROUP DYNAMICS

This course presents basic principles and issues related to group dynamics. The application of these principles will be taught in structured group exercises and systematic analysis of the process going on within the seminar. The course will develop and enhance student skills in observation of groups, provide students with the opportunity to experience the dynamics of groups such as emergence of leadership, group interaction, etc.

Three credit hours. Prerequisite: SSC 200. Offered as needed.

HHS 364 ADVANCED COUNSELING PRACTICUM

This course will emphasize the building of counseling skills through experiential learning and supervised practice. The major theoretical approach will be Self-Theory, utilizing the applied techniques of client-centered and Gestalt methodology.

Three credit hours. Prerequisite: HHS 264. Offered as needed.

HHS 365 COUNSELING OLDER ADULTS AND THEIR FAMILIES

This course is designed to prepare Health and Human Services majors to work in counseling and problem-solving relationships with the older adult and his/her family. The central topics covered are the responsibilities and restrictions in counseling elders, the process of family problem-solving and case management of older clientele.

Three credit hours. Prerequisite: HHS 100 or PSY 100. Offered as needed.

HHS 375 PHARMACOLOGY FOR HUMAN SERVICE PROFESSIONALS IN A RESIDENTIAL FACILITY

This course introduces students to the broad as well as specific concepts of pharmaceutical interventions used in the prevention, stabilization, and treatment of mental disabilities. It will also include an analysis of the various mechanisms involved in the action, effects and duration of drugs in the body, as well as their expected impact upon emotional and intellectual functioning. Three credit hours. Offered as needed.

HHS 377 FIELD EXPERIENCE II

Emphasis at this level is upon opportunity to coordinate and link services for clients; assess client needs; help plan and implement programs; analyze agency problems and propose alternatives; and sharpen abilities to listen. Students should develop more in-depth knowledge of agency organizational structure and its funding sources. Twelve to fifteen hours per week or 180-210 hours per internship. Six credit hours. Prerequisites: HHS 100, Junior standing, and a minimum 2.0 cumulative GPA. Offered every semester.

HHS 378 INTRODUCTION TO FAMILY COUNSELING

This course introduces the student to the major approaches to family counseling including Minuchin, Bowen, Zuk, Haley, and Satir. The class will include lecture, discussion, films, videos and role playing. Students will be expected to demonstrate that they understand and can utilize the various approaches.

Three credit hours. Prerequisite: HHS 264. Offered as needed.

HHS 392 THE COUNSELOR'S ROLE IN THE TREATMENT OF THE CHEMICALLY DEPENDENT

This course is designed to prepare students for the uniqueness of counseling the chemically dependent within a variety of treatment settings. Techniques of interviewing, case reporting, maintenance of treatment records, the use of the case conference, in addition to assessing client/ patient needs will be stressed. Special emphasis will be given to the development of alcoholism-specific individual and group counseling skills and the therapeutic relationship. Three credit hours. Prerequisite: HHS 264. Offered as needed.

HHS 398 SPECIAL TOPIC IN HEALTH AND HUMAN SERVICES

(Topic to be specified each semester course offered.)

HHS 401 INTEGRATED FOUNDATIONS

This course integrates all the health and human service courses by means of the study of decision-making in terms of psychological analysis of conflict, choice, and commitment. Students will (1) demonstrate understanding of the entire range of health and human service skills, attitudes, and research evidence that comprise the health and human service core curriculum; (2) demonstrate in writing (in a research project) ability to integrate the health and human services theories with experience of fieldwork and work practices; (3) demonstrate ability to identify the most recent findings on analysis of the decision-making process, both in theory and empirical results.

Three credit hours. Prerequisite: Senior standing. Offered Spring semester (d); offered Fall semester (e).

HHS 410 COUNSELING ON SUBSTANCE ABUSE AND ADDICTION

This course is a comprehensive summary on addictions counseling. The student will learn techniques and skills covering self-help groups, assessment instruments, brief therapy, and dual disorders.

Three credit hours. Prerequisites: HHS 264 and HHS 268/SSC 268. Offered as needed.

HHS 420 FAMILY DYNAMICS IN ADDICTION

This course applies a family system approach to the treatment of alcoholism and other addictions. Based upon outcomes research, the addiction problems of etiology, treatment, and prevention are considered using the view of family as a client.

Three credit hours. Prerequisite: HHS 268/SSC 268. Offered as needed.

HHS 430 GROUP PSYCHOTHERAPY FOR ALCOHOL AND SUBSTANCE ABUSERS

This course is an overview of a comprehensive consideration of skills, attitudes, and knowledge necessary to deliver effective group psychotherapy to individuals with addictions. Detailed examination of the healing factors in group treatment of alcoholism, chemical dependency, gambling addiction, and eating disorders are included.

Three credit hours. Prerequisite: HHS 268/SSC 268. Offered as needed.

HHS 456 REHABILITATION SERVICES

The course concentrates on a survey of rehabilitation. This includes history, legal aspects as they affect the handicapped, national and local programs as well as current and future trends. A portion of the course will be devoted to specific techniques in the rehabilitation process.

Three credit hours. Prerequisite: HHS 100. Offered as needed.

HHS 461 MENTAL HEALTH SERVICES AND SYSTEMS

This course includes discussion of normal human development and adjustment process, primary prevention, development of neighborhood preventive and assessment services. Introduces basic concepts of community mental health and specific role definitions, how the mental health system is organized in Erie County, and how the system relates to other services. It deals with issues of confidentiality, ethics, worker responsibilities and limits.

Three credit hours. Prerequisite: HHS 100. Offered as needed.

HHS 477 FIELD EXPERIENCE III

Students will spend 180-210 contact hours plus on-campus supervision as assigned. Work-experience-level field placement enables the student to understand in-depth the agency's day-to-day operations, and how to apply theory to practice at the entry level of professional development. Focus of activities may be administration, research, or supervision.

Six credit hours. Prerequisites: HHS 377 and a minimum 2.0 cumulative GPA. Offered every semester.

HHS 498 INDEPENDENT STUDY IN HEALTH AND HUMAN SERVICES

History

HIS 100 WESTERN CIVILIZATION

An introductory course designed to familiarize students with major historical issues from 1500 to the present.

Three credit hours. Offered Fall semester (d); offered Spring semester (e).

HIS 101 WORLD CULTURES

World Cultures will examine various civilizations in Africa, Asia and what is today called the Middle East. Our foci of study will include the role and impact that trade, education, science, philosophy, technology, famine, and war have had on the rise and fall of civilizations in these geo-graphic regions. Throughout, our concern will be the "differences" and "similarities" between civilizations, countries, and peoples of Africa, Asia, and the Middle East.

Three credit hours. Offered Spring semester (d); offered Fall semester (e).

HIS 140 EARLY UNITED STATES HISTORY

The history of America from Colonial times to the Spanish American War. Emphasis will be placed on the Colonial development, American Revolution, the Civil War, and Reconstruction.

Three credit hours. Offered Spring semester (d); offered Fall semester (e).

HIS 150 CONTEMPORARY UNITED STATES HISTORY

An exploration of American history from 1900 to the present.

Three credit hours. Offered Fall semester (e).

HIS 200 AFRICAN-AMERICAN HISTORY

A comprehensive study of the historical impact of the Black community upon American society in the twentieth century.

Three credit hours. Prerequisite: HIS 150 or SOC 100. Offered as needed.

HIS 298 SPECIAL TOPIC IN HISTORY

(Topic to be specified each semester course offered.)

HIS 310 URBAN HISTORY

A concentrated study of the development of American urban areas from Colonial times to the present.

Three credit hours. Prerequisites: HIS 150 and SOC 100. Offered as needed.

HIS 315 HISTORY OF ETHNIC AMERICA

This course will focus on the history of various ethnic groups in America. This focus will include their historical roles, their socio-cultural perspectives and practices, and important historical and empowerment struggles involving education, employment, religion, language, the law, and organizing strategies for strengthening their ethnic group development so as to challenge, change, and expand America's pluralistic theory, principles, and practices.

Three credit hours. Prerequisite: Junior standing. Offered Spring semester (d); offered Spring semester in odd numbered years (e).

HIS 360 THE SIXTIES: AN AGE OF REVOLUTIONS

This course examines the meaning behind the events and changes brought about during the decade of the 1960's. The political, social, and cultural movements of the decade are explored through the eyes of extraordinary and ordinary people.

Three credit hours. Prerequisite: Junior standing. Offered as needed.

HIS 370 MYTH OF THE MELTING POT: A HISTORY OF AMERICAN RACISM AND PREJUDICE

An exploration of the manner in which immigrants and minority groups have been treated in American society; detailed analysis and discussion of historical documents, articles, and books. Three credit hours. Prerequisite: SOC 100. Offered as needed.

HIS 380 EUROPEAN HISTORY AND THE BERLIN WALL

A study of how the history of Europe in the twentieth century symbolically parallels the rise and fall of the Berlin Wall.

Three credit hours. Prerequisite: Junior standing. Offered as needed.

HIS 390 HOLLYWOOD'S AMERICA: UNITED STATES HISTORY THROUGH MOVIES AND TELEVISION

A study of the American experience via movies and television against a backdrop of the United States' cultural life in the late nineteenth century to the last decade of the twentieth century. Three credit hours. Prerequisites: WRT 200, any two Social Science courses, and Junior standing. Offered as needed.

HIS 398 SPECIAL TOPIC IN HISTORY

(Topic to be specified each semester course offered.)

HIS 401 THE HISTORY OF BUFFALO

A study of the historical, geographical, sociological, religious, political, and economic developments of Buffalo. Emphasis is to be placed on the period following the burning of the city during the War of 1812 to the present day. This course also will focus on the city as a resource for primary research.

Three credit hours. Prerequisites: WRT 200 and Junior standing. Offered Fall semester (d).

HIS 402 THE HISTORY OF NEW YORK STATE

This course covers the Empire State from the early occupation to the present. Emphasis will be on historical, geographical, sociological, political, and economic developments. These will be viewed within a multicultural context.

Three credit hours. Prerequisite: HIS 140 or HIS 150 or Junior standing. Offered Spring semester (d); offered Fall semester in odd numbered years (e).

HIS 410 WAR AND PEACE IN THE NUCLEAR AGE

This course examines the origins and evaluation of the nuclear competition between the United States and the Soviet Union and its impact upon the world.

Three credit hours. Prerequisite: Junior standing. Offered Fall semester (e).

HIS 450 EARLY CONSTITUTIONAL CONFLICT

The history of the U.S. Constitution as a product of three hundred years of American legal and intellectual thought. Particular attention will be paid to those who wrote the Constitution, the philosophical influences on them, and the resulting debates at the Constitutional Convention.

Three credit hours. Prerequisites: HIS 140 and POL 101. Offered as needed.

HIS 451 CONTEMPORARY CONSTITUTIONAL CONFLICT

The history of the Constitution from the post Civil War period to the present. Emphasis will be placed on Supreme Court decisions, how they affected reform movements, civil rights and civil liberties.

Three credit hours. Prerequisites: HIS 150 and POL 101. Offered as needed.

HIS 456 HISTORICAL ISSUES

(Topic to be specified each semester course offered.)

This course allows the social science group in the liberal arts division to offer specialty courses that are not included in our regular course offerings. Included are various histories of Asia, Africa, Latin America, Europe, Americas, United States and the Middle East. A student may take this course more than once for credit under different topics.

Three credit hours. Prerequisite: Junior standing. Offered Spring semester (e).

HIS 498 INDEPENDENT STUDY IN HISTORY

Human Resources

HRS 140 TRAINING AND DEVELOPMENT

The general purpose of this course is to introduce students to the process of designing and delivering training programs. Students will develop an understanding of the needs assessment process that drives the design and delivery of training. Opportunity will be provided for practical application of the skills introduced. Three credit hours. Offered Fall semester.

HRS 202 ADULT DEVELOPMENT AND LEARNING

A key component for facilitating the learning of adults is understanding adult learners and how they learn. The purpose of this course is to explore the theories and concepts related to adult development and learning. The students are encouraged to reflect critically on a variety of issues related to adult development and learning. Three credit hours. Offered Spring semester in odd numbered years.

HRS 230 EMPLOYEE DEVELOPMENT

The purpose of this course is to enable the student to develop, design and implement processes and systems which facilitate the development of individual members of an organization. These processes and systems include assessment of development needs, models/examples of available resources to meet these needs, customizing of these resources for implementation, an implementation plan design, and the evaluation of the actions taken. Three credit hours. Offered Fall semester in odd numbered years.

HRS 240 STAFFING

Staffing is the process through which an organization ensures that it has, on a continuous basis, the proper number of employees with the appropriate skills in the right jobs at the right times to achieve the organization's objectives. In the face of constantly changing needs for talent and changing demography and labor supply, companies must recruit aggressively, plan strategies for attracting a sufficient flow of desirable candidates, and apply effective selection techniques. This course is designed to expose the student to the individual, organizational, and environmental factors which must be considered when designing and evaluating a staffing system. This will be accomplished through comprehensive coverage of the major issues involved in planning for, obtaining, and utilizing human resources in work organizations. Three credit hours. Offered Spring semester in even numbered years.

HRS 298 SPECIAL TOPIC IN HUMAN RESOURCES

(Topic to be specified each semester course offered.)

HRS 300 THEORY AND TECHNIQUES OF TRAINING

The general purpose of the course is for the student to become knowledgeable about and develop skills in the design of instructional programs based on task analysis, establishment of measurable objectives, and selection and use of appropriate methodology and technology. Three credit hours. Prerequisite: HRS 140. Offered Spring semester in even numbered years.

HRS 310 COMPENSATION MANAGEMENT

This course provides an overview of the field of compensation management. Coverage includes analysis of the contemporary concepts of wage and salary administration, such as cost of living and merit rating; appraisal of various payment approaches, such as incentive programs and profit sharing; structuring a wage program; and, analysis of the final effects such technically oriented practices have on the functional areas of management. To the student, this course offers the opportunity to better understand the complexities inherent in all pay policy decisions. Three credit hours. Offered Spring semester in odd numbered years.

HRS 330 ORGANIZATIONAL BEHAVIOR

The purpose of this course is to help students understand organizations and to act effectively in them. The student will learn to identify patterns in complex "messes" to pinpoint why individuals and social collectives behave as they do. Attempts to improve organizations in the absence of understanding often make things worse instead of better. Whether one is trying to introduce an improved curriculum, restructure a nursing department, close a plant, or cope with a management transition, a solid understanding helps to minimize surprise, confusion, and catastrophe. Valid theory, management skills, and sound intuition are all helpful and needed. The course seeks to reinforce intuition and to expand one's repertoire of theory and skills. Throughout, the course will emphasize both the practical and research application of various theories of organizations. Three credit hours. Prerequisite: HRS 140 or MGT 110. Offered Spring semester in even numbered years.

HRS 377 FIELD EXPERIENCE I

The internship provides the opportunity to practice skills introduced in class in the workplace. Students work schedules and career goals are taken into consideration when determining each placement. Three credit hours. Prerequisites: A 2.0 cumulative GPA and Junior standing. Offered every semester.

HRS 398 SPECIAL TOPIC IN HUMAN RESOURCES

(Topic to be specified each semester course offered.)

HRS 410 LABOR RELATIONS

This course is intended to heighten the student's understanding and appreciation of the labor-management relationship in a free enterprise system, with specific focus on the collective bargaining agreement as one of the mechanisms by which labor-management relationships are sustained. Students completing the course will have an understanding of labor economics, the historical development of the labor movement, the role of government in industrial relations, current practices in public policy, the negotiations process, contract administration, and the impacts of collective bargaining. Three credit hours. Offered Fall semester in even numbered years.

HRS 420 CONTEMPORARY ISSUES IN HUMAN RESOURCE MANAGEMENT

An in-depth discussion of current issues facing human resource managers. Special attention given to a number of issues that have particular relevance in contemporary society including, salient labor/management relations issues, safety and health in the workplace, recent developments in federal and state regulatory laws, and other important concepts in labor economics and human resource administration. This will be accomplished primarily through a series of case assignments and exercises that direct attention to the application of concepts to current issues in the field. Three credit hours. Offered Fall semester in even numbered years.

HRS 450 APPLIED STRATEGIES IN TRAINING AND DEVELOPMENT

This course is designed to make use of the skills and knowledge developed in previous courses within the Human Resources Program. Emphasis will be on group problem solving and team building as applied to a training situation in a business, industry or community organization. The objectives of the course will be met through a variety of exercises and a simulated problem-solving and decision-making process. Three credit hours. Prerequisites: HRS 300 and HRS 330. Offered Spring semester in odd numbered years.

HRS 470 HUMAN RESOURCE MANAGEMENT PROFESSIONAL SEMINAR

This course is designed to provide participants with the professional competencies required for successful performance in the human resource field. Detailed exercises with learning objectives and procedures guide the student through the process of solving complex personnel problems. This program of study will help students prepare for the national examinations of the Human Resource Certification Institute (HRCI). Three credit hours. Prerequisites: HRS 240, HRS 310, and HRS 410. Offered Fall semester in even numbered years.

HRS 477 FIELD EXPERIENCE II

This is a continuation of the exposure to human resources processes and skills addressed in HRS 377. The performance level is expected to be higher than the HRS 377 experience. All projects must be approved by the Director of Academic Field Placements. Three credit hours. Prerequisites: HRS 300 and a 2.0 cumulative GPA. Offered every semester.

HRS 498 INDEPENDENT STUDY IN HUMAN RESOURCES

Humanities

HUM 201 LITERACY IN THE VIRTUAL WORLD: INTRODUCTION TO NEW MEDIA

This course analyzes the forces that keep increasing the demand for verbal, visual, and aural communication skills. The course examines the past, present, and future of information literacy, especially applications of emerging technology in human communication. Hands-on studio work will illuminate the promise and perils of networked intelligence while developing communication skills. Three credit hours. Prerequisite: ENG 110. Offered as needed.

HUM 298 SPECIAL TOPIC IN HUMANITIES

(Topic to be specified each semester course offered.)

HUM 300 LITERATURE AND THE ARTS

A study of the interrelationship between literature and the various arts: visual art, music, and theatre which make up the humanities discipline.

Three credit hours. Prerequisite: ENG 110. Offered Fall semester.

HUM 398 SPECIAL TOPIC IN HUMANITIES

(Topic to be specified each semester course offered.)

HUM 400 PHILOSOPHY AND LITERATURE

The consideration of selected topics and themes drawn from literature and seen from a corresponding philosophical viewpoint.

Three credit hours. Prerequisites: ENG 110 and a philosophy course. Offered as needed.

HUM 498 INDEPENDENT STUDY IN HUMANITIES

Interdisciplinary

INT 101 LEARNING IN COLLEGE

This course combines skill training and study of the psychological literature on learning techniques, achievement, motivation, and planning. Students will be helped to achieve the greatest amount of competency, awareness, and flexibility from the college experience. This course may be used as a free elective. Three credit hours.

This course is required for and limited to all students who place within the specified range on the placement test.

Offered Fall semester (d)

INT 275 DEATH, GRIEF, LOSS AND CHANGE

This course is designed to acquaint students with death and dying in order to develop skills in coping with grief, loss, life changes, suicide, guilt, and death for themselves and in dealing with others. This course may be used as a Child and Youth Services elective, a Health and Human Services elective, a Social Sciences elective, a Liberal Arts and Sciences elective, or a free elective. Three credit hours.

Offered as needed.

Management

MGT 110 THE CONCEPT OF MANAGEMENT

A study of the managerial process as defined by historical and environmental forces. Emphasis is placed on management as a universal function including planning, organizing, motivation, leadership and control. Also included is the historical development of management thought and the concepts of ethics and social responsibility. Three credit hours. Prerequisite: ENG 110 or ENG 200. Offered Fall semester.

MGT 230 HUMAN RESOURCE MANAGEMENT

This course examines the functions of human resource management within a business environment. Emphasis is placed upon the effective management of employees as a means of achieving organizational goals. Topics to be covered include the legal environment of human resources, planning and forecasting personnel needs, recruitment and employee selection, performance evaluation, employee motivational strategies, training and development, benefits management, compensation analysis and administration, labor relations in a union environment, safety and health, and employee termination. Three credit hours. Prerequisite: ENG 110. Offered Fall semester.

MGT 298 SPECIAL TOPIC IN MANAGEMENT

(Topic to be specified each semester course offered).

MGT 301 MANAGERIAL ANALYSIS AND DECISION MAKING

This course gives an in-depth look at various quantitative analytical techniques encountered in analyzing managerial problems and making effective decisions. Topics include linear programming, sensitivity analysis, Economic Order Quantity (EOQ) models, Reorder Point (ROP) analysis, production lot-sizing, Material Requirement Planning (MRP), the just-in-time system, decision criteria, and creative problem solving techniques. Three credit hours. Prerequisites: ECO 260. Offered Spring semester.

MGT 302 OPERATIONS MANAGEMENT

This course provides a basic overview of the operational and managerial issues encountered in the production of goods and services. Topics include production and inventory control, investment decision making, capacity planning, logistics and transportation systems, facilities selection and layout, design, work methods, quality control, and Japanese and other contemporary methods of manufacturing. Students will be introduced to the use of quantitative techniques as decision tools for operations managers. Three credit hours. Prerequisites: ECO 260 and Junior standing. Offered Fall semester.

MGT 305 MANAGEMENT SCIENCE

This course gives an in-depth look at various quantitative analytical techniques encountered in analyzing managerial problems and making effective decisions. The major topics include: linear programming, transportation, assignment, network models, project management, and decision analysis.

Application of these techniques in functional areas such as production, marketing, finance, and accounting are covered. Three credit hours. Prerequisites: ECO 260 and Junior standing. Offered as needed.

MGT 320 ORGANIZATIONAL LEADERSHIP

This course introduces students to various ideas about what leadership is, how it is practiced and how it impacts organizational performance. This will be accomplished through a comprehensive coverage of the important advances in theory, research and applications within the realm of leadership.

Furthermore, the course will provide numerous managerial examples and examine leadership in the context of typical problems that confront managers. To the management student, this course offers an opportunity to examine barriers to and opportunities for improving managerial effectiveness. It is intended to serve as a catalyst for students to think and dialogue about leaders and the leadership process, and offers the student an opportunity to examine their own leadership characteristics and styles. Incidents, case studies, and exercises will help students apply their understanding of the leadership literature and to work on the development of analytical and problem solving skills. Three credit hours. Prerequisite: Junior standing. Offered as needed.

MGT 330 NEW VENTURE CREATION

This course studies the role of the entrepreneur and the small business. It concentrates on the considerations and tasks involved in starting and running a new business. Three credit hours. Prerequisites: ACC 102, MGT 110 and MKT 120. Offered Fall semester in even numbered years.

MGT 398 SPECIAL TOPIC IN MANAGEMENT

(Topic to be specified each semester course offered).

MGT 410 ORGANIZATION DEVELOPMENT AND CHANGE

This course explores the technologies of organization development primarily for the manager, secondarily for the leader, consultant and/or administrator. It is directed at understanding organizational intervention technologies and how to decide which of them might be most appropriate to a particular goal or need. It relates enhanced capability, improved performance, increased integration or heightened adaptability of an organization. This course is designed for prospective general managers who are likely to be participants in steering developmental change projects, for those managers who might work with OD specialists as clients and collaborators, and for those who wish to take a first step toward obtaining professional expertise in the practice of OD consultation. Three credit hours. Prerequisites: MGT 320 and Junior standing. Offered as needed.

MGT 415 WOMEN AND MEN IN MANAGEMENT

Management success in the 21st century requires an increased ability to lead people in diverse organizations and greater sensitivity to gender issues in the workplace. This course attempts to build awareness of the developing issues relating to women and men in management and to enable students to develop skills needed for success in the work environment. This course will address gender and

diversity issues relevant to both men and women in their roles as employees, managers, and policy makers. Topics include leadership and communication styles, stereotyping, equal employment opportunity, harassment, glass ceiling, sex roles, career development, company policies and recent trends. The course draws upon research and practice from various disciplines including psychology, leadership, human resource management, law, and sociology. Three credit hours. Prerequisite: Junior standing. Offered Fall semester in odd numbered years.

MGT 420 POLICY AND STRATEGY: CASE STUDIES

In the first half of this course, the concept of strategy will be thoroughly presented. Students will study the strategic management process so that in the second half of the course they will be able to fully analyze actual cases in strategic management. These cases will be drawn from all types of business and organizational situations. Three credit hours. Prerequisite: 21 credits of business core. Offered Spring semester in odd numbered years.

MGT 498 INDEPENDENT STUDY IN MANAGEMENT

Marketing

MKT 120 PRINCIPLES OF MARKETING

This is an introductory course which shows the importance of marketing to all organizations as well as the role marketing plays in our lives. The course covers the traditional market mix components of product, distribution, promotion and price--all in the context of the marketing concept. Target marketing, market research, and marketing ethics are also discussed.

Three credit hours.

Prerequisite: ENG 110.

Offered Spring semester.

MKT 210 CONSUMER BEHAVIOR

An in-depth study of the actions, decision process and influencing factors involved in the discovery, evaluation, acquisition, consumption and disposition of goods and services by the final consumer.

Three credit hours.

Prerequisite: MKT 120. Offered Spring semester in odd numbered years.

MKT 215 SALESMANSHIP

An exploration of the sales function in an organization. This course will show the importance of sales and how the sales function relates to the overall market concept. Students will also be introduced to the basic sales process as well as the skills needed in a selling situation. Three credit hours. Offered Spring semester.

MKT 298 SPECIAL TOPIC IN MARKETING

(Topic to be specified each semester course offered.)

MKT 310 BUSINESS ADVERTISING AND PROMOTION

The purpose of this course is to acquaint students with the methods and decision making process in developing an integrated strategy involving advertising, promotions and publicity and the interrelatedness between these three specific areas. Three credit hours. Prerequisite: MKT 120. Offered Fall semester.

MKT 320 INDUSTRIAL AND ORGANIZATIONAL MARKETING

This course offers an in-depth look at the marketing process as it applies to the industrial and organizational segment of the market. Emphasis is placed on how the industrial organizational segment differs from the consumer segment in their buying behavior. Specific attention will be given to the elements of the market mix as they are used to target the organizational buyer. Three credit hours. Prerequisite: MKT 120. Offered Fall semester in even numbered years.

MKT 340 DIRECT AND INTERACTIVE MARKETING

Students will be introduced to the scope of direct and interactive marketing, including mail order, lead generation, circulation, relationship/loyalty programs, store building, fund raising, pre-selling, post-selling and research. The course includes a grounding in all major direct marketing media: direct mail, broadcast, electronic, print advertising, telemarketing, inserts and video. The measurability and accountability of direct marketing and its relationship to the total marketing mix are stressed. Three credit hours. Prerequisites: MKT 120 and ECO 260. Offered Spring semester in even numbered years.

MKT 398 SPECIAL TOPIC IN MARKETING

(Topic to be specified each semester course offered.)

MKT 425 MARKET RESEARCH AND SURVEY

This course provides an in-depth understanding of market research techniques. It examines how the different research methods can be utilized to enhance and create effective marketing and communication programs. Three credit hours. Prerequisite: MKT 120 or MCO 120. Offered Fall semester in odd numbered years.

MKT 498 INDEPENDENT STUDY IN MARKETING

Mathematics

MAT 100 FUNDAMENTALS OF MATHEMATICS

An introductory mathematics course including topics basic to the foundations of algebra: rational numbers and integers; equations; ratio, proportion, and percents; and problem solving. Three credit hours.

This course is required for and limited to all students who place within the specified range on the placement test.

Offered every semester.

MAT 110 INTRODUCTION TO ALGEBRA

A study of the structure of algebra, including numbers and their properties, exponents, equations and inequalities, polynomials, functions, and graphs. Three credit hours. Prerequisite: MAT 100 or placement. Offered every semester.

MAT 112 MATHEMATICS FOR THE SCIENCES

This course emphasizes the mathematical concepts and skills used in the science fields. Topics covered include fractions, percentage, the metric system, dimensional analysis, scientific notation, unit conversions, equations, graphs, and logarithms. Three credit hours. Offered every semester.

MAT 114 INTERMEDIATE ALGEBRA

Intermediate Algebra assumes proficiency with the techniques of basic algebra. The course includes study of the algebra of functions, rational functions, solving and graphing non-linear functions, inequalities, and the complex number system. Additional topics such as matrices, sequences and series, or conic sections may be covered at the discretion of the instructor. Three credit hours. Prerequisite: MAT 110 or placement. Course may not be taken out of sequence. Offered every semester .

MAT 115 PRE-CALCULUS

This course combines pertinent topics from intermediate algebra and trigonometry that are necessary as fundamentals to master subsequent course study in calculus. Three credit hours. Prerequisite: MAT 114 or placement. Course may not be taken out of sequence. Offered every semester.

MAT 125 CONCEPTS IN MATHEMATICS

This course introduces a range of topics from mathematics: set theory, numeration systems, number theory, geometry, and probability and statistics. It is designed for prospective elementary school teachers and for students seeking a broader understanding of the field of mathematics. Three credit hours. Prerequisite: Completion of MAT 110 or higher placement. Offered Spring semester.

MAT 201 STATISTICS AND SOCIETY

An introduction to data collection and interpretation, measurement, variability, survey and experiment design, statistical summarization, and statistical inference. Three credit hours. Prerequisite: Completion of MAT 110 or higher placement. Offered every semester.

MAT 216 SURVEY OF INTRODUCTORY CALCULUS AND ITS APPLICATIONS

This course introduces the techniques of differential and integral calculus and illustrates these ideas with practical applications from the social, managerial, and life sciences with special emphasis on business and economics.

Three credit hours. Prerequisite: MAT 115 or placement. Course may not be taken out of sequence. Offered every semester.

MAT 250 OPERATIONS ANALYSIS AND MODELING

This course is an introduction to the modeling of certain operational features common to business and information systems management. The focus will be on scheduling models, allocation models, queuing models, and inventory models. The models will provide mathematical information which can be used in the decision-making processes needed to solve large-scale problems. Emphasis is on problem formulation and experimentation with “naive” methods of solution; microcomputer software will be used to solve problems representative of the real world.

Three credit hours. Prerequisites: Completion of MAT 114 or higher placement; and CIS 115 or CIS 120. Offered Spring semester.

MAT 298 SPECIAL TOPIC IN MATHEMATICS

(Topic to be specified each semester course offered.)

MAT 398 SPECIAL TOPIC IN MATHEMATICS

(Topic to be specified each semester course offered.)

MAT 498 INDEPENDENT STUDY IN MATHEMATICS

Media/Communications

MCO 101 INTRODUCTION TO MASS COMMUNICATIONS

This survey course provides an overview of the history, development, and influences of the various forms of mass communication, such as print, radio, and television. The course will also examine technological breakthroughs (innovations) within the field and their effects on the experience of various audiences, including the merging of mass and interpersonal communication. Three credit hours. Offered Fall semester (d).

MCO 110 JOURNALISM: ORGANIZATION AND PRACTICE

This course is an examination of the basic tenets of newspaper journalism--how to research, organize and write a story. This course also covers internal structures of a newspaper: advertising, circulation and editorial policies and practices. Newspaper censorship and libel laws will also be discussed. Three credit hours. Prerequisite: ENG 110.

Offered Spring semester (d).

MCO 130 BROADCASTING: PRINCIPLES AND PRACTICE

An introduction to current organizational structures, programming, production, and operation of broadcast media. Also details functions of the Federal Communication Commission, and laws relating to electronic media. Effects of broadcasting are also discussed. Three credit hours. Offered Fall semester (d).

MCO 150 MEDIA PROMOTION: ORGANIZATION AND PRACTICE

The purpose of this course is to introduce media undergraduates to the process of promotion. Each element of the promotional mix--advertising, public relations, sales promotion, and personal selling--is discussed within the framework of integrated marketing communications. Three credit hours. Offered Spring semester (d).

MCO 210 COMPUTER ASSISTED REPORTING

This course will be a hands-on journalism course, providing students with instruction on use of techniques and software that would then be used in development of stories. This course will introduce students to the fundamentals of Computer Assisted Reporting (CAR), including spreadsheet, database and mapping skills, as well as using the internet in researching a story. Prerequisites: MCO 110, ENG 110. Offered: Fall Semester

MCO 211 WRITING FOR MEDIA

This course is intended to provide the students with an opportunity to practice non-persuasive and persuasive writing for mass media audiences. This course will introduce students to the various styles of writing for public relations, advertising, radio and television broadcasting and print media (newspaper and magazine). Three credit hours.

Prerequisites: MCO 110 and ENG 200. Offered Fall semester (d).

MCO 230 RADIO PRODUCTION TECHNIQUES

Students are introduced to various types of radio continuity writing. Using college studio facilities, students are exposed to current radio programming production methods and are given opportunity to use professional broadcasting equipment to produce original programs and "spot" announcements. Three credit hours. Prerequisites: MCO 101, MCO 130, and ENG 110. Offered as needed.

MCO 236 BROADCAST MEDIA PERFORMING

A course designed for those persons who wish to develop their skill as "on-air" performers. Attention is given to techniques of delivery, style, announcing and performing on radio and television. Three credit hours. Prerequisites: MCO 130 and SPE 130. Offered as needed.

MCO 267 BASIC DESKTOP PUBLISHING AND GRAPHIC DESIGN

This course will introduce students to the basics of desktop publishing and graphic design. They will be exposed to a form of communication that combines writing skills, design techniques and computer capabilities. Students will be given the opportunity to create ads, fliers and professional grade publications through hands-on experience. Three credit hours. Prerequisite: Any CIS or MMS course. Offered as needed.

MCO 277 FIELD EXPERIENCE I

Observational and "hands on" introduction to a media form through field placement in a media agency. A total of 120 hours is required for this field experience. It is a required course for Media/Communications majors. Three credit hours. Prerequisites: MCO 101, MCO 110, MCO 130, MCO 150, ENG 200, and a 2.5 cumulative GPA. Offered every semester.

MCO 298 SPECIAL TOPIC IN MEDIA/COMMUNICATIONS

(Topic to be specified each semester course offered.)

MCO 300-MASS COMMUNICATION THEORY

The purpose of this course is to provide a comprehensive grounding in mass communication theory. We will review the historical development of media theory, consider the many issues and problems created by the introduction of media. And then focus on contemporary conceptualizations of media, ending with a discussion of media literacy. Three credit hours. Prerequisites: SPE 130 and ENG 110.

MCO 301 NEW COMMUNICATIONS TECHNOLOGIES

An intensive examination of technological innovation and changes in the mass media. This course will discuss how these technologies have impacted on the traditional process of information gathering and dissemination. The impact of technological change on consumers and industries will also be examined. Three credit hours. Prerequisites: MCO 101 and ENG 110. Offered Spring semester (d).

MCO 315 FEATURE WRITING

This course is designed to train students with an interest in professional writing careers in print journalism. Elements of this course will prepare students to meet a growing demand in the industry for people who can write features as well as hard news. Three credit hours. Prerequisites: MCO 110 and ENG 200. Offered as needed.

MCO 330 TELEVISION PRODUCTION TECHNIQUES

A study and implementation of current television production methods and equipment. Students learn the basic concepts of shooting, editing, lighting, producing and directing television program material. Three credit hours. Prerequisite: MCO 130 and MCO 230. Offered as needed.

MCO 336 BROADCAST NEWS JOURNALISM

A course which covers the operation of radio and television station newsrooms. Concentrates on techniques of reporting and editing news for an audio audience as well as practical instruction development of visual ideas for those media. Students will visit area radio and television newsrooms. Three credit hours. Prerequisites: MCO 110, MCO 130, and ENG 110. Offered as needed.

MCO 355 THE THEORY OF MEDIA CRITICISM

This course will not only allow Media and non-Media majors to become more articulate in their appraisal of media content, but it also will teach them how to assess the validity of other reviews of media content. The course will review form and content of all areas of media and the arts, including radio, television, print, and graphic art. Three credit hours. Prerequisites: ENG 200 and Junior standing. Offered Fall semester (d).

MCO 377 FIELD EXPERIENCE II

Observational and "hands-on" work experience in a second media placement situation. A total of 120 hours is required for this field experience. It is a required course for Media/ Communications majors. Three credit hours. Prerequisites: MCO 277 and a 2.5 cumulative GPA. Offered every semester.

MCO 388 FIELD EXPERIENCE

Optional observational and "hands-on" work experience in a third media placement setting. A total of 120 hours is required for this field experience. It is for students wishing to explore a third media situation. Three credit hours. Prerequisites: MCO 277 and a 2.5 cumulative GPA. Offered every semester.

MCO 398 SPECIAL TOPIC IN MEDIA/COMMUNICATIONS

(Topic to be specified each semester course offered.)

MCO 400 MEDIA COMMUNICATION LAW AND ETHICS

A study of the history of media communication law from the First Amendment of the Constitution to laws in Congress today. Students discuss current issues and regulations involving ethical standards in all media. This course deals specifically with the rights of the reporter, the right of the public to know, government constraints and moral sensibilities. Three credit hours. Prerequisites: MCO 377. Offered Spring semester (d).

MCO 421 ADVERTISING/PR CAMPAIGN PLANNING

A course involving the students in the design, implementation, and execution of a complete Advertising/PR campaign. Students work in teams on analysis of marketing problems, research expenditures, media selection, and creative plan execution. May include multimedia presentation format. Three credit hours. Prerequisite: MCO 320. Offered as needed.

MCO 475 MEDIA AND SOCIETY SEMINAR

A historical investigation of media communications systems and their role in human society. The course will survey the history of communications from early civilizations to the present. After tracing a social history of communications, the course will then relate it to a discussion of current issues in the mass media, including issues of commercialism, information overload and media convergence. Three credit hours. Prerequisite: MCO 300, ENG 200, and Junior standing. Offered Fall semester (d).

MCO 477 FIELD EXPERIENCE III

An intensive off-campus experience which builds upon the skills/ knowledge/attitudes gained in MCO 277 and MCO 377. It prepares the student for employment in his or her chosen field of media. The student will complete 200 hours of supervised internship at an approved site. Five credit hours. Prerequisites: MCO 377 and a 2.5 cumulative GPA. Offered every semester.

MCO 498 INDEPENDENT STUDY IN MEDIA/COMMUNICATIONS

Multimedia Studies

MMS 200 FUNDAMENTALS OF MULTIMEDIA

An introduction to the art of multimedia using photo-graphs, video, sound and animation. This course provides students with a critical understanding of multimedia. Assignments are provided using preconstructed modules to be followed step-by-step. These modules promote creative expression and critical thinking and provide the students with the necessary skills to compile a multimedia presentation using sound, video, still images and text.

Four credit hours. Prerequisite: CIS 115 or equivalent experience. Offered every semester.

MMS 205 DIGITAL IMAGING

This course examines the components used in multimedia and the multimedia design process. By manipulating and combining digital images with other forms of multimedia, students will enhance their critical and aesthetic understanding of multimedia.

Four credit hours. Prerequisite: ART 230 or equivalent experience. Offered Fall semester.

MMS 300 ADVANCED INTERACTIVE MULTIMEDIA

This course will provide the students with the necessary skills and judgment to create interactivity in their multi-media presentations. Students will create interactive movies that allow users to communicate by receiving and sending information in a variety of ways.
Four credit hours. Prerequisite: MMS 200. Offered Spring semester.

MMS 305 INTERACTIVE MULTIMEDIA DEVELOPMENT PROCESS

This course will prepare students for the development and designing of an interactive multimedia production. Students will develop an interactive media production guide by discussing the fundamentals of planning, design-ing, and developing an interactive media project—from conceptualization to production to distribution.
Four credit hours. Prerequisite: MMS 200. Offered Fall semester.

MMS 350 3D DESIGN/3D RENDERING

Students will be introduced to the process of creating three dimensional graphics and illustrations. In addition, students will learn the basics of three dimensional modeling and rendering through projects that work with special 3D programs. Students will learn how to navigate in 3D space, create complex models from simple parts, apply textures, set up lights, and position cameras to transform their ideas into dynamic worlds filled with depth, warmth, presence, and even humor.
Four credit hours. Prerequisite: MMS 200 and MMS 205; or portfolio assessment by department.
Offered Fall semester.

MMS 400 WEB DESIGN AND DEVELOPMENT

This course will provide students with the necessary skills and judgment to create effective interactive multimedia web pages for the World Wide Web. Students will create, test, and publish web pages that demonstrate their ability to produce and troubleshoot video, audio, images and 3D animation on the Internet.
Four credit hours. Prerequisite: MMS 300. Offered Spring semester.

MMS 405 DIGITAL PORTFOLIO

Students will use the skills, knowledge and judgment they have learned regarding pre-production, production and post-production to formulate and arrange ideas. Students will use a variety of techniques; discuss aesthetic issues regarding layout and design; incorporate original content; and produce, present and defend a digital portfolio.
Four credit hours. Prerequisite: MMS 300 and portfolio review. Offered as needed.

MMS 498 INDEPENDENT STUDY IN MULTIMEDIA STUDIES

Philosophy

PHI 100 NATURE OF MAN

The course introduces students to rival theories of human nature: instinct, genetic, behaviorist, interactionist; demonstrates how these theories influence social, political and educational policy; and teaches students how to critically evaluate rival theories.

Three credit hours. Prerequisite: None. Offered Spring semester.

PHI 170 ISSUES IN PHILOSOPHY

This is a course in applied philosophy. The philosophical perspectives of important thinkers are used to examine issues that dramatically affect the direction and quality of our lives.

Three credit hours. Prerequisite: None. Offered as needed.

PHI 200 LOGIC

This course introduces the student to informal and formal reasoning and the principles of scientific reasoning.

Three credit hours. Prerequisite: None. Offered Spring semester.

PHI 201 FORMAL LOGIC

This course offers a fundamental study of the techniques of formal reasoning. After an introduction to basic argument identification and analysis procedure, students will develop formal tools for analyzing and evaluating arguments in the categorical and propositional systems of logic, paying special attention to the relationship between natural language and its expression in categorical and propositional notation. Selected problems in the history and philosophy of logic shall also be considered.

Three credit hours. Prerequisite: This course is designed to support programs of study in Secondary Education and Mathematics; students pursuing other majors may enroll with permission of instructor. Offered as needed.

PHI 300 ETHICS

The course examines rival theories of making ethical choices, clarifies what theories of human nature and self they presuppose and directly tests their workability by requiring students to use them to resolve conflicts of values, personal and interpersonal.

Three credit hours. Prerequisite: None. Offered Fall semester.

PHI 498 INDEPENDENT STUDY IN PHILOSOPHY

Physical Education

PED 110 BEGINNING GOLF

This course emphasizes the fundamental techniques, skill, strategy, and rules in playing the game of golf.

One credit hour. Offered as needed.

PED 111 BEGINNING TENNIS

This course emphasizes the fundamental techniques, skill, strategy, and rules in playing the game of tennis.

One credit hour. Offered as needed.

PED 112 BEGINNING AEROBICS

This course deals with aerobics and exercise as a form of preventive and rehabilitative medicine. The emphasis is on basic concepts related to aerobics and fitness. Personal fitness means a form of self-motivated, systematic participation in exercise that is geared toward improvement in one's quality of living.

One credit hour. Offered as needed.

PED 113 SELF DEFENSE

This course emphasizes the fundamental techniques, skills, and strategy of self defense.

One credit hour. Offered as needed.

PED 114 RESPONDING TO HEALTH EMERGENCIES

This course will provide emergency health care instruction for common illnesses and injuries. Successful completion of this course will result in American Red Cross certification in cardiopulmonary resuscitation of the adult, child, and infant as well as Standard First Aid certification. This course would be useful for anyone teaching, coaching, or working with the public.

Two credit hours. Offered Spring semester (d).

PED 298 SPECIAL TOPIC IN PHYSICAL EDUCATION

(Topic to be specified each semester course offered.)

Physics

PHY 104 PHYSICAL SCIENCE

This course is designed to introduce the non-science student to the nature of physical reality and the physical laws which govern the universe. Contemporary applications in physics, chemistry, geology, and astronomy will be discussed as well as new frontiers in scientific thought. A laboratory will introduce students to the use of the scientific method by combining experiments, observations, measurements and analysis.

Three credit hours. Prerequisite: Completion of MAT 114 or higher placement. Offered Spring semester.

Note: Registration for both the lecture (PHY 104) and the lab (PHY 104 L) is required.

PHY 200 PRINCIPLES OF PHYSICS I

This course is an introduction to the underlying principles of physics that govern behavior in the physical world. The topics of mechanics, heat, and waves will be covered. Emphasis will be placed on applications and problem solving.

Four credit hours. Prerequisite: Completion of MAT 115 or placement in MAT 216. Offered Fall semester.

Note: Registration for both the lecture (PHY 200) and the lab (PHY 200 L) is required.

PHY 201 PRINCIPLES OF PHYSICS II

This course is a continuation of Principles of Physics I. The topics of electricity, magnetism, light, optics, and modern physics will be covered. Emphasis will be placed on applications and problem solving.

Four credit hours. Prerequisite: PHY 200. Offered Spring semester.

Note: Registration for both the lecture (PHY 201) and the lab (PHY 201 L) is required.

PHY 498 INDEPENDENT STUDY IN PHYSICS

Political Science

POL 100 INTRODUCTION TO POLITICAL SCIENCE

Introduction to Political Science will focus upon political theory and its application to individuals, nations and the international arena.

Three credit hours. Offered Fall semester (e).

POL 101 UNITED STATES GOVERNMENT

An overview of the Constitutional basis, structure, and administrative organization of government in the U.S. Principal focus will be on the national government; various contemporary political problems will be explored.

Three credit hours. Offered Spring semester (e).

POL 201 JUDICIAL SYSTEM IN U.S. POLITICS

Introductory survey of the major components of the courts and judicial system at the national, state and local levels. Topics may include criminal justice, factors influencing judicial decision-making and the courts in relation to other government agencies.

Three credit hours. Prerequisite: POL 101. Offered as needed.

POL 203 LEGISLATIVE PROCESS IN U.S. POLITICS

An analysis of the nature and functions of U.S. legislative bodies. Some of the topics covered may include politics of lawmaking, oversight and investigations, legislative campaigns, role of lobbying, and the budgetary process.

Three credit hours. Prerequisite: POL 101. Offered as needed.

POL 207 THE EXECUTIVE OFFICE IN U.S. POLITICS

A course which covers the evolution and development of the executive function of government at the national, state and local levels. Emphasis will be placed on analyzing leadership, power, and managerial skills. Special attention will be devoted to the U.S. Presidency.

Three credit hours. Prerequisite: POL 101. Offered as needed.

POL 210 INTERNATIONAL RELATIONS

An in-depth examination of the varied and complex relations between nations in the modern world. Topics such as national power, geopolitics, demography, "the arms race," commerce, technology and national productivity will be explored. An understanding of the world as it is and the world as we would like it to be will be sought through the use of pertinent historical information and current events.

Three credit hours. Prerequisite: POL 100. Offered as needed.

POL 217 PUBLIC ADMINISTRATION

Analysis of the principles of public administration with an introduction to theories of organization and administration as they apply to government bureaucracy.

Three credit hours. Prerequisite: POL 101. Offered as needed.

POL 240 COMPARATIVE STATE AND LOCAL GOVERNMENT

Comparative analysis of formal and informal institutions and processes by which state and substate governments operate. Various problems and issues confronting state and local governments will be covered.

Three credit hours. Prerequisite: POL 101. Offered as needed.

POL 298 SPECIAL TOPIC IN POLITICAL SCIENCE

(Topic to be specified each semester course offered.)

POL 300 AFRICAN POLITICAL SYSTEMS

The general stages of African political systems that will be studied include traditional African political systems and European imperialism. Some of the themes that will be examined include: tribalism; the dynamics of nationalism; Pan-Africanism; and the effects of multinational corporations on political, economic, and cultural development of various African countries.

Three credit hours. Prerequisite: POL 100. Offered as needed.

POL 310 COMPARATIVE POLITICAL SYSTEMS

A study of political ideologies and systems functioning today; comparison of different political systems.

Three credit hours. Prerequisites: HIS 100 and POL 100. Offered as needed.

POL 330 AFRICAN-AMERICAN POLITICS

African-American Politics will examine Blacks' political attitudes, voting behavior, organizational strategies, ideology, and their influence on public policy. Study and analysis in these areas will be with an eye to how the legal system systematically restricted and expanded the civil and human rights of Blacks in America.

Three credit hours. Prerequisite: POL 100. Offered as needed.

POL 398 SPECIAL TOPIC IN POLITICAL SCIENCE

(Topic to be specified each semester course offered.)

POL 498 INDEPENDENT STUDY IN POLITICAL SCIENCE

Psychology

PSY 100 INTRODUCTION TO PSYCHOLOGY

An introduction to the science of psychology, including how psychological data are gathered and applied to every-day life. Topics covered each semester include (but are not limited to) the amazing brain, intelligence, learning and memory, psychopathology, the senses and sexually dimorphic differences.

Three credit hours. Offered every semester (d & e).

PSY 207 PSYCHOLOGICAL STATISTICS

This course surveys both descriptive and inferential statistical techniques commonly used in psychology, education, and the behavioral and social sciences. Emphasis is placed on methods and procedures involved in handling, analyzing and presenting data.

Three credit hours. Prerequisite: MAT 110 or above. Offered Fall semester (d).

PSY 210 CHILD DEVELOPMENT

Presents foundations of child development through adolescence, based on consideration of culture, theories of development, genetics, prenatal influences, bonding, and socialization influences. Emphasis on the impact of role models in establishing relationships, setting limits, and moral development.

Three credit hours. Prerequisite: PSY 100. Offered Spring semester (d & e).

PSY 229 ORGANIZATIONAL PSYCHOLOGY

Organizational psychology can be divided into three levels of thought, inquiry and action. This course will focus on these divisions and incorporate the theories, research and practices of organizational psychologists. Emphasis is placed on behavior of individuals within organizations and principles of industrial psychology.

Three credit hours. Offered as needed.

PSY 230 BIOPSYCHOLOGY

Biological psychologists strive to explain behavior in terms of its physiology, development, evolution, and function. This course focuses on the biological mechanisms that are most relevant to key issues in psychology topics such as the mind-body problem, the development of learning and memory, sexual behavior, homeostatic regulation, recovery from brain damage, neuroanatomy, depression, and schizophrenia.

Three credit hours. Prerequisite: PSY 100 or BIO 160 or BIO 161. Offered Fall semester (d).

PSY 240 ADOLESCENCE

This course applies general principles and theories of development to the adolescent period. Topics include physiological change, cognitive development, social relations, identity, and issues of adolescence.

Three credit hours. Prerequisite: HHS 100 or PSY 100. Offered Spring semester (d); offered Spring semester in odd numbered years (e).

PSY 247 COGNITIVE PSYCHOLOGY

Cognitive psychology takes an information-processing approach to human behavior, including how humans interpret and understand the environment, how memory processes work, and how we acquire language. Emphasis is placed on such topics as intelligence and creativity, personal cognition and applied cognitive psychology.

Three credit hours. Offered Spring semester (d).

PSY 250 RESEARCH METHODS IN PSYCHOLOGY

This course introduces students to methodology used in the research process, including inductive and deductive reasoning, hypothesis generation, theory formation and analysis of empirically collected data.

Three credit hours. Offered Spring semester (d).

PSY 298 SPECIAL TOPIC IN PSYCHOLOGY

(Topic to be specified each semester course offered.)

PSY 310 SOCIAL PSYCHOLOGY

Social psychology is the study of how an individual's behaviors, feeling and thoughts are influenced, or determined, by the behaviors and/or characteristics of others. Topics covered each semester include attraction and love, prejudice, attitudes, conformity, altruistic behaviors, and aggression.

Three credit hours. Prerequisite: PSY 100. Offered Fall semester in odd numbered years (e).

PSY 320 HEALTH PSYCHOLOGY

Health psychology deals with an understanding of the psychological influences on how people stay healthy, why they become ill, and how they respond when they do get ill. Topics covered include preventive health behaviors and their modifications, the mind-body relationship, stress and illness, stress reduction, the patient in treatment settings, the management of pain and discomfort, and coping with chronic illness.

Three credit hours. Prerequisite: PSY 100. Offered Fall semester (d).

PSY 321 BEHAVIORAL NEUROSCIENCE

In recent years, the fields of biology and psychology have increasingly found common ground; this convergence of disciplines defines the field of neuroscience. By drawing upon current research findings, this course will introduce students to the major issues in neuroscience, from molecular biology to clinical science.

Three credit hours. Prerequisite: PSY 230. Offered Spring semester (d).

PSY 349 PSYCHOLOGY OF ADULTHOOD

The purpose of this course is to help the student understand the adulthood years mainly from the developmental perspective including the critical importance of the biological, social, psychological and environmental factors. This course will deal with the last three stages in the life cycle – young adulthood, middle, and aging.

Three credit hours. Prerequisite: HHS 100 or PSY 100. Offered Fall semester in odd numbered years (e).

PSY 351 PSYCHOPHARMACOLOGY

The purpose of this course is to introduce the student to the field of psychopharmacology, with special emphasis placed on the relationship between drugs, their mechanisms of action in the nervous system, and human behavior.

Three credit hours. Prerequisite: PSY 100. Offered Spring semester (d).

PSY 368 HISTORY AND SYSTEMS OF PSYCHOLOGY

A study of the history of psychology highlighting people, ideas, and schools of thought. Individuals and contextual forces influencing the history of psychology will be emphasized.

Three credit hours. Prerequisite: PSY 100 or Junior standing. Offered as needed.

PSY 370 ABNORMAL HUMAN BEHAVIOR

This course is for upper-level students who wish to learn about the field of abnormal behavior. Topics include: theories of abnormality, its causes and treatment; classification systems and conditions, such as anxiety disorders, affective disorders, personality disorders, dissociative and somatoform disorders, psychosexual disorders, substance abuse and schizophrenia.

Three credit hours. Prerequisites: PSY 100 and Junior standing. Offered Spring semester (d); offered Fall semester in even numbered years (e).

PSY 379 PARAPSYCHOLOGY AND PSEUDOSCIENCE

A critical look into parapsychology and other pseudo-sciences. Specifically, this course will examine historical and current evidence given in the search for parapsychological phenomena such as extra sensory perception, telepathy, clairvoyance, and the validity of horoscopes. Also, current controversies in the psychological and medical literature will be addressed on such topics as repressed memories, multiple personality disorder, and touch therapy.

Three credit hours. Prerequisite: Junior standing. Offered as needed.

PSY 385 SPORTS PSYCHOLOGY

This course introduces students to the latest research and practices in applied sports psychology. Topics include cognitive techniques for building confidence and enhancing performance, concentration and attention control training, sports participation and youth development, team building strategies, motivation in sports and coaching concepts and strategies.

Three credit hours. Prerequisite: PSY 100. Offered Fall semester (d).

PSY 398 SPECIAL TOPIC IN PSYCHOLOGY

(Topic to be specified each semester course offered.)

PSY 420 PERSONALITY

Personality explores concepts and theories which have been formulated to explain and predict individual differences in behavior. Topics include: psychoanalytic theories, biological, social learning, and humanist theories as well as methods of personality assessment.

Three credit hours. Prerequisite: PSY 100. Offered Fall semester (d).

PSY 421 PSYCHOLOGICAL ASSESSMENT

This course provides students with a current analysis of the most widely used psychological tests in schools, professional training programs, business, industry, the military, and clinical settings. Applications of the tests and examination of the issues shaping the future of testing will be emphasized.

Three credit hours. Prerequisite: PSY 100. Offered Spring semester (d).

PSY 498 INDEPENDENT STUDY IN PSYCHOLOGY

Social Sciences

SSC 200 HUMAN RELATIONS

This course integrates theory with experience in order to enhance self-awareness, self-concept and the ability to maximize interpersonal effectiveness. A primary emphasis of the course is on developing specific interpersonal skills through the effective use of communication techniques such as listening, observing, paraphrasing and perception checking.

Three credit hours. Offered Spring semester (d); offered every semester (e).

SSC 210 THE HISTORY AND CONTRIBUTIONS OF AFRICAN-AMERICAN WOMEN

This course provides an exploration into the political, social, cultural and historical struggles faced by African-American women in the United States. Emphasis will be placed upon the unrecognized accomplishments of African-American women.

Three credit hours. Offered as needed.

HHS 268/SSC 268 SEMINAR ON ALCOHOL AND DRUGS

An opportunity for students to attempt to understand the nature of the contemporary drug/alcohol problem; preparation for dealing objectively with the complex nature of drug/alcohol abuse.

Three credit hours. Offered as needed.

SSC 298 SPECIAL TOPIC IN SOCIAL SCIENCES

(Topic to be specified each semester course offered.)

SSC 398 SPECIAL TOPIC IN SOCIAL SCIENCES

(Topic to be specified each semester course offered.)

SSC 477 FIELD EXPERIENCE

This course provides the student with both observational and “hands-on” learning experience through participation in an internship, ideally in the field in which the student will be seeking employment. For example, students may work at Fort Niagara anthropological sites, Buffalo and Erie County Historical Society, a law office, or law enforcement agencies. Students who are already on an established career path may enhance their visibility in the organization by completion of a special project related to their careers, subject to the approval by the Director of Academic Field Placement.

One to nine credit hours. Prerequisites: A minimum 3.0 cumulative GPA and Senior standing. Offered every semester.

SSC 498 INDEPENDENT STUDY IN SOCIAL SCIENCES

Sociology

SOC 100 INTRODUCTION TO SOCIOLOGY

An introduction to the fundamental concepts of sociology and application to specific areas of sociology such as the scientific method, culture and society, and socialization.

Three credit hours. Offered every semester (d & e).

SOC 201 GENDER ROLES IN AMERICAN SOCIETY

An introduction to the roles, functions, and emerging consciousness of women in American society; historical, psychological, and sociological background.

Three credit hours. Prerequisite: SOC 100. Offered as needed.

SOC 240 FAMILY IN SOCIETY

The main trends of theoretical and practical analysis of the family: its history, life cycle, and various aspects and elements, including the use of real-life family interviews.

Three credit hours. Prerequisite: SOC 100. Offered Fall semester in odd numbered years (d); offered

Fall semester in even numbered years (e).

SOC 280 VIOLENCE AND CIVIL DISOBEDIENCE IN AMERICA

An examination of violence and civil disobedience as important elements in the historical development of the nation.

Three credit hours. Prerequisite: SOC 100. Offered as needed.

SOC 298 SPECIAL TOPIC IN SOCIOLOGY

(Topic to be specified each semester course offered.)

SOC 301 SPORTS IN SOCIETY

An introduction to the fundamental concepts of sport as it relates to the larger society such as economics, politics, race relations and gender roles. Students will explore societal trends related to

sport, youth development and social responsibility. Socio-cultural dimensions of sport will also be reviewed.

Three credit hours. Prerequisite: SOC 100 or Junior standing. Offered Spring semester (d); offered Spring semester in

odd numbered years (e).

SOC 315 WOMEN'S STUDIES

A study of the roles, functions and status of women in society; their evolving participation in education, politics, business as well as their changing roles in the family. The history of women's roles in society will be explored, resulting in a better understanding of recent developments and continued issues involving women.

Three credit hours. Prerequisite: SOC 100. Offered Spring semester in even numbered years (e).

SOC 398 SPECIAL TOPIC IN SOCIOLOGY

(Topic to be specified each semester course offered.)

SOC 401 SOCIAL PROBLEMS

An examination and study of current social problems including racism, poverty, sexism, population, etc.

Three credit hours. Prerequisites: SOC 100 and Junior standing. Offered Fall semester in odd numbered years (e).

SOC 498 INDEPENDENT STUDY IN SOCIOLOGY

Spanish

SPA 101 ELEMENTARY SPANISH I

This course will instruct the student in the basic grammatical structures of Spanish. Special emphasis will be placed on oral skills. Vocabulary building and role playing, utilizing the spoken language in everyday situations, will be stressed.

Three credit hours. Prerequisite: None. Offered Fall semester.

SPA 102 ELEMENTARY SPANISH II

A continuation of SPA 101. This course will instruct the student in more complex grammatical structures and vocabulary building while encouraging an increased degree of accuracy and control in

the spoken language.

Three credit hours. Prerequisite: SPA 101 or high school Spanish. Offered Spring semester.

SPA 498 INDEPENDENT STUDY IN SPANISH

Speech

SPE 130 FUNDAMENTALS OF PUBLIC SPEAKING

This course is designed to develop students' knowledge of and skills in oral communication. It focuses on the speech-making process, rhetorical analysis, and the ethics of public speaking. Students will prepare, present and respond to public speeches on a regular basis.

Three credit hours. Offered every semester (d & e).

SPE 298 SPECIAL TOPIC IN SPEECH

(Topic to be specified each semester course offered.)

SPE 315 ADVANCED PUBLIC SPEAKING

An intensive study of the theory and practice of public speaking. Strategies and techniques for effective public speaking will be discussed in depth and a variety of experiences in public speaking will be offered.

Three credit hours. Prerequisites: SPE 130 and ENG 200. Offered Spring semester (d).

SPE 330 SMALL GROUP COMMUNICATION

An analysis of the communication process in small groups. Special emphasis is placed on the theories and practices which pertain to decision-making groups.

Three credit hours. Prerequisite: SPE 130. Offered Spring semester in even numbered years (e).

SPE 398 SPECIAL TOPIC IN SPEECH

(Topic to be specified each semester course offered.)

SPE 498 INDEPENDENT STUDY IN SPEECH

Sport Management

SPM 200 PRINCIPLES OF SPORTS AND RECREATION MANAGEMENT

This foundation course emphasizes the study of the management, marketing, and human resource aspects of the sports and recreation industries. This course also examines the external and internal environments of sports and recreation organizations and how the strategic management process is utilized in the organization. Three credit hours.

Prerequisite: MGT 110. Offered Fall semester.

SPM 245 SPORTS PROMOTION

This course introduces students to the latest research and practices in sports promotion. Students will explore various strategies in event management and promotion. Topics include but are not limited to media and sport, electronic communications, web publishing, interpersonal and small group communication. Three credit hours.

Prerequisites: MKT 120 and SPM 200. Offered Spring semester.

SPM 298 SPECIAL TOPIC IN SPORTS MANAGEMENT

(Topic to be specified each semester course offered.)

SPM 325 LEGAL AND ETHICAL ISSUES IN SPORTS AND RECREATION MANAGEMENT

This course provides an exploration into the legal aspects of sports including but not limited to tort law, contract law, risk management procedures, constitutional law and product liability. Limitations of the legal system will be addressed, as will the role and limitations of ethics. Students will discuss both the law and ethics and how each affects sports and recreation administration. Three credit hours.

Prerequisites: SPM 200 and Junior standing. Offered Fall semester.

SPM 377 FIELD EXPERIENCE I

This course provides an opportunity for observation and practice by individual students in work related to a particular area of study in sport management. This course has a 120-contact hour requirement. The student will complete a work-skills assessment and explore career options related to an area of course concentration in a work setting. One credit hour.

Prerequisites: SPM 200, Junior standing, and a 2.0 cumulative GPA. Offered every semester.

SPM 398 SPECIAL TOPIC IN SPORTS MANAGEMENT

(Topic to be specified each semester course offered.)

SPM 400 SPORTS FACILITY PLANNING AND MANAGEMENT

This course is designed to provide the student with a comprehensive look at the planning and management of major sport facilities. A step-by-step exploration of facility planning, promotions and

operations will be the focus of the content. Topics covered include: facility planning and design, contracting, image, crowd and alcohol management, booking and scheduling, box office, concessions and merchandise management, event planning, and production and facility operations. Three credit hours.

Prerequisites: ACC 102, MKT 120, SPM 200 and Junior standing. Offered Fall semester.

SPM 477 FIELD EXPERIENCE II

This course provides an opportunity for observation and practice by individual students in work related to a particular area of study in sport management. This course has a 120-contact hour requirement. A higher level of performance is expected in this field experience. The work will be more intensive than the introductory field experience (SPM 377). The student will complete a work-skills assessment and explore career options related to an area of course concentration in a work setting. One credit hour.

Prerequisites: SPM 377 and a 2.0 cumulative GPA. Offered every semester.

SPM 478 FIELD EXPERIENCE III

This course provides an opportunity for continued observation and practice by individual students in work related to a particular area of study in sport management. It is expected that the student has developed professional networking skills and has a completed resume with cover letter on file with the College career center. There is a 160-hour time requirement needed to satisfy this course. Supervised by the program coordinator, 40 of these hours can be practiced in the College sport management program. The student will complete a work-skills assessment and explore career options related to an area of course concentration in a work setting. One credit hour.

Prerequisite: SPM 377 and a 2.0 cumulative GPA. Offered every semester.

SPM 498 INDEPENDENT STUDY IN SPORTS MANAGEMENT

Theatre Arts

THE 100 INTRODUCTION TO THEATRE

This course teaches the theory, appreciation, and performance of theatre. The theory component examines structures and techniques. The appreciation component examines classic and contemporary texts and performances. In the performance component, the students rehearse for in-class presentation. Three credit hours. Prerequisite: None. Offered Fall semester.

THE 298 SPECIAL TOPIC IN THEATRE ARTS

(Topic to be specified each semester course offered.)

THE 330 THE DRAMATIC EXPERIENCE

An in-depth study of plays produced locally. The course includes analysis of the text, history and style; the cultural and social world from which the plays are drawn; particulars of staging, costuming, and set design; and reviews of performances. The course also includes presentations by actors and other professionals to give insight into the behind-the-scenes skills necessary to put on a production. Students will attend at least one rehearsal and a final production. A fee for the reduced-price ticket to the performance and other course-related expenses is charged. Three credit hours. Prerequisite: None. Offered Spring semester.

THE 398 SPECIAL TOPIC IN THEATRE ARTS

(Topic to be specified each semester course offered.)

THE 498 INDEPENDENT STUDY IN THEATRE

Veterinary Technology

VET 100 INTRODUCTION TO VETERINARY TECHNOLOGY

The student is introduced to the Medaille facilities, expectations of the Veterinary Technology program, medical terminology and basic scientific concepts. Discussions are generated on career opportunities, the role of the veterinary technician in veterinary medicine, and the human-animal bond. The different classifications and breeds of companion and farm animals are studied. General principles of animal behavior, care, equipment and management are presented. Legal regulations on the county, state and federal levels are examined. There will be a preliminary investigation of the concepts of health and disease. Travel time to and from off-campus SPCA activities is required. Three credit hours. Prerequisite: Permission of VET Department Chairperson. Offered every semester (d).

VET 120 INTRODUCTION TO LABORATORY ANIMAL SCIENCE

A general overview of the field of laboratory animal science is covered. Humane handling, care and ethical use of laboratory animals are emphasized. Taxonomic classification and comparative anatomic and physiologic characteristics of each species are mentioned. Laws, regulations, standards and organizations promoting responsible lab animal management are discussed. The use of alternatives to animals for research is explored. Basic handling, restraint and performing common procedures on small mammals are practiced in the laboratory portion of the course. Recognition of health and disease through the animal care rotation (vivarium) is an important aspect of this course. Note: The animal care rotation will require additional time besides scheduled class and laboratory hours for vivarium duty.

Three credit hours. Prerequisite: Permission of VET Department Chairperson. Offered Fall semester (d).

Note: Registration for both the lecture (VET 120) and the lab (VET 120 L) is required.

VET 126 ANIMAL PARASITOLOGY

This course focuses on the common ectoparasites and endoparasites of pets and large animals. Parasite identification, life history, and pathogenesis are studied. Public health aspects are noted and methods of prevention and treatment are discussed. Diagnostic procedures and identification are performed in the laboratory. Animal care will require additional time outside of scheduled lectures and laboratories. Two credit hours. Prerequisites: VET 100 and BIO 170; restricted to VET majors. Offered Spring semester (d).

Note: Registration for both the lecture (VET 126) and the lab (VET 126 L) is required.

VET 130 BASIC INTRODUCTION TO HORSES

The student is introduced to methods of handling and restraint of the horse: basic equine terminology including basic anatomy, breed identification, color and color patterns and equipment, and different disciplines of horseback riding.

Three credit hours. Offered as needed.

VET 132 HUNT SEAT RIDING AND EQUITATION I

Students will be grouped into riding classes according to their ability and previous experience. Subsequent riding courses will build on the knowledge and skills acquired in the previous course. Students will learn the fundamentals of hunt seat riding including proper equitation at the walk, trot, canter and hand-gallop. They will also learn to jump both hunter and equitation type courses. All students will have the opportunity to compete in local horse shows.

Two credit hours. Offered as needed.

VET 177 PRECEPTORSHIP I

Each student spends 60 hours observing at an animal facility in areas of surgery, anesthesia, treatment, radiology, laboratory, and general facility operations. The primary objective is to introduce concepts by seeing examples of actual cases. The student becomes more familiar with and appreciates the scope of the veterinary technician in a practical, applied atmosphere.

Two credit hours.

Prerequisites: A minimum 2.0 cumulative GPA unless taken in first semester at College; restricted to VET majors. Offered every semester.

VET 202 SMALL ANIMAL DISEASES AND NUTRITION

Emphasis is placed on the dog and cat regarding proper restraint and care. Physical as well as chemical methods of restraint are presented. Common disease processes experienced by the dog and cat are outlined and nutrition is examined as it relates to both the healthy and ill pet. Infectious, hormonal, traumatic, toxicological and nutritional problems include some of the disease processes covered. Raising orphan puppies and kittens and proper vaccination procedures are taught. Additional student time and assignments will be required outside of scheduled class and laboratory hours.

Three credit hours. Prerequisites: VET 100, VET 120, and BIO 171; restricted to VET majors. Offered

Fall semester (d).

Note: Registration for both the lecture (VET 202) and the lab (VET 202 L) is required.

VET 204 VETERINARY CLINICAL LAB TECHNIQUES

This course examines blood, urine and feces for diagnostic and prognostic purposes. Lectures will focus on the physiologic responses to disease and the effects of disease on measurable substances produced by the body. The collection, storage and handling of laboratory specimens and general laboratory management procedures, including safety and quality control, will be discussed. Laboratory sessions emphasize the performance of analytical procedures commonly used in veterinary medicine. Less routine procedures will be demonstrated and/or discussed. Concurrent registration in VET 202, VET 208, and VET 230 is recommended.

Three credit hours. Prerequisites: BIO 171; restricted to VET majors. Offered Fall semester (d).

Note: Registration for both the lecture (VET 204) and the lab (VET 204 L) is required.

VET 206 HANDLING AND CARE OF EXOTICS

This course is specifically designed to acquaint the student with the most common exotic pets and zoo animals. Care, handling, management and diseases are studied. Techniques of immobilization and obtaining laboratory samples are demonstrated. Experiences occur at various locations with birds, reptiles, amphibians and mammals. Travel time to and from off-campus activities is required.

Two credit hours. Prerequisites: VET 100 and BIO 171; restricted to VET majors. Offered Spring semester (d).

Note: Registration for both the lecture (VET 206) and the lab (VET 206 L) is required.

VET 208 VETERINARY DIAGNOSTIC IMAGING

Topics include the theory of X-ray production as well as the practical aspects of taking radiographs. Emphasis is on the diagnostic quality of radiographs and how to correct common problems. Students will have experience in radiographic exposure, development and handling. Proper positioning and restraint for various anatomical views are shown. Use of contrast media and special techniques is mentioned. Safety precautions and New York State regulations are emphasized. The role of the electrocardiogram in veterinary medicine is discussed. Proper patient positioning and methods of restraint are taught. The normal EKG (ECG) tracing and common disease variations are studied.

Two credit hours. Prerequisites: VET 100 and BIO 171; restricted to VET majors. Offered Fall semester (d).

Note: Registration for both the lecture (VET 208) and the lab (VET 208 L) is required.

VET 222 FARM ANIMAL RESTRAINT, DISEASES, AND NUTRITION

Physical and chemical restraint are demonstrated on the bovine, equine, caprine and ovine. Common diseases and the significant role of nutrition in the farm animal are presented. Miscellaneous procedures such as the physical exam, dentistry and diagnostic nerve blocks are shown. Porcine assisting techniques are mentioned. Regulatory medicine, vaccination protocols and methods of administering medications are taught. Additional student time and assignments will be required outside

of scheduled class and laboratory hours.

Three credit hours. Prerequisites: VET 100 and BIO 171; restricted to VET majors. Offered Spring semester (d).

Note: Registration for both the lecture (VET 222) and the lab (VET 222 L) is required.

VET 224 SURGICAL NURSING AND ANESTHESIOLOGY

The student becomes familiar with surgical theory and techniques. Topics include pre-operative theory and post-operative patient care, aseptic technique and materials and instruments used in various surgical procedures. Different types of sterilization processes and the care of surgical instruments are practiced. Anesthesiology includes the actions and uses of pre-anesthetic drugs as well as that of intravenous, intramuscular and inhalation anesthetics. Special emphasis is placed on monitoring the patient while under any type of anesthesia. Additional student time and assignments will be required outside of scheduled class and laboratory hours.

Three credit hours. Prerequisites: VET 202, VET 204, and VET 230; restricted to VET majors. Offered Spring semester (d).

Note: Registration for both the lecture (VET 224) and the lab (VET 224 L) is required.

VET 226 VETERINARY PRACTICE MANAGEMENT

The veterinary hospital is seen as both a medical and business facility. Emphasis is on the pivotal role which the veterinary technician can perform. Topics include human relations both with clients and other staff, basic business principles, medical records, financial transactions, ordering and inventory, supervising and hospitalized animal health care. Computerization and its use in the veterinary office are investigated.

Three credit hours. Prerequisite: Restricted to VET majors. Offered Spring semester (d).

VET 228 GROSS AND CLINICAL PATHOLOGY

The place of necropsy as a learning experience is explained. Proper techniques for small animal and avian species are demonstrated and other species are illustrated. Laboratory exercises with exotic species occur as the opportunities exist. Additional student time and assignments will be required outside of scheduled class and lab-oratory hours.

One credit hour. Prerequisites: BIO 171; restricted to VET majors. Offered Spring semester (d).

Note: Registration for both the lecture (VET 228) and the lab (VET 228 L) is required.

VET 230 PHARMACY AND PHARMACOLOGY

The student becomes familiar with the major drugs used in veterinary medicine. Pharmacy covers maintenance and inventory. Pharmacology is intended to acquaint the student with fundamental knowledge of the mechanism of action, the dosage, the routes of administration and the toxic effects of various groups of veterinary-related drugs. Conversion of weights and the calculation of various drug dosages are practiced, as well as fluid therapy and blood transfusion dynamics and calculations.

Three credit hours. Prerequisites: BIO 171, CHE 145, and MAT 112; restricted to VET majors.

Offered Fall semester (d).

VET 232 HORSE AND STABLE MANAGEMENT

Students will learn how to care for the horse in the barn including feeding, grooming, and cleaning stalls. Students will learn about the expenses of horse ownership. Students will participate in different aspects of running a horse show including course design, setup and breakdown, secretarial duties and other areas as required.

Three credit hours. Prerequisite: VET 130 or permission of VET Department Chairperson. Offered as needed.

VET 234 HUNT SEAT RIDING AND EQUITATION II

A 14-week course for the advanced beginner. The hunt seat rider will further develop basic riding and horse management skills.

Two credit hours. Prerequisite: VET 132 or equivalent experience. Offered as needed.

VET 238 HUNT SEAT RIDING AND EQUITATION III

A 14-week course for the intermediate hunt seat rider. Building on previously learned techniques, this course will foster the development of advanced riding and horse management skills.

Two credit hours. Prerequisite: VET 234 or equivalent experience. Offered as needed.

VET 277 PRECEPTORSHIP II

Each student spends 90 hours in a small animal or mixed (small and large) animal veterinary practice to gain practical experience in the areas of surgery, anesthesia, treatment, radiology, laboratory and general veterinary facility operations. The primary objective is to reinforce and expand upon learning concepts by participating in actual cases.

Three credit hours. Prerequisites: A minimum 2.0 cumulative GPA; restricted to VET majors. Offered every semester.

VET 298 SPECIAL TOPIC IN VETERINARY TECHNOLOGY

(Topic to be specified each semester course offered.)

VET 299 INDEPENDENT STUDY IN VETERINARY TECHNOLOGY

VET 300 VETERINARY DENTISTRY: PRINCIPLES AND PRACTICES

The fundamentals of veterinary dentistry are presented through the use of lecture and hands-on instruction. Emphasis is on the role of the veterinary technician in a small animal practice in providing

dental services and client education. In-depth study of the oral cavity is combined with practical and clinical applications to present-day treatments. Understanding of common dental disease and the role of the veterinary technician in its treatment and prevention is stressed.

Three credit hours. Prerequisite: VET 224 or licensure as a Veterinary Technician. Offered as needed.

VET 301 DENTAL RADIOGRAPHY

A detailed examination of the oral cavity will be presented through the use of dental radiography. Specialized radio-graphic equipment and supplies will be utilized. Techniques for patient positioning and radiographic exposure will be demonstrated and practiced by students during laboratory sessions. Common disease processes seen in veterinary practice will be highlighted.

Three credit hours. Prerequisite: VET 300. Offered as needed.

Note: Registration for both the lecture (VET 301) and the lab (VET 301 L) is required.

VET 320 ADVANCED LABORATORY ANIMAL SCIENCE

An in-depth exploration of the principles and practices of advanced laboratory animal science is presented through a research-based course. Students will collaborate in development of animal protocols and will be responsible for all aspects of the research plan, including experimental design, completion of necessary documentation, implementation of the protocol and communication of the results. Specialized techniques will be examined, including immunology, molecular biology, genetic engineering and gnotobiology. Management issues, such as principles of supervision, cost analysis, facility security, government regulations and occupational health and safety, will be emphasized. Ethical issues related to animal research will be evaluated. Note: Animal care will require additional time besides scheduled class and laboratory hours.

Three credit hours.

Prerequisite: VET 120; or licensure as a Veterinary Technician; or certification as a Laboratory Animal Technician or Laboratory Animal Technologist. Offered as needed.

Note: Registration for both the lecture (VET 320) and the lab (VET 320 L) is required.

VET 326 EQUINE NUTRITION AND PHYSIOLOGY

Basic anatomy and physiology of the equine digestive system and its relation to nutrition and disease states will be covered. Application of ration formulas will be applied to calculate nutritional requirements for different life stages. Evaluation of different feed sources and supplements will be addressed.

Three credit hours. Prerequisite: VET 222 or permission of instructor. Offered as needed.

VET 330 HUNT SEAT RIDING AND EQUITATION IV

A 14-week course providing the intermediate hunt seat rider to develop more advanced riding and horse management skills.

Two credit hours. Prerequisite: VET 238 or equivalent experience. Offered as needed.

VET 336 HUNT SEAT RIDING AND EQUITATION V

A 14-week course providing the hunt seat rider with a beginning jumping program. Two credit hours. Prerequisite: VET 330 or equivalent experience. Offered as needed.

VET 340 APPLIED ANIMAL BEHAVIOR FOR VETERINARY PRACTICE: PART I

This is a practical course geared to the veterinary professional who wishes to specialize in small animal behavior. A systematic approach is adopted, beginning with the study of normal behavior and followed by an investigation into canine and feline aggressive behavior. Components of a proper behavioral history and their relationship to approaching behavioral problems are stressed. Case studies will be integrated into classroom and clinical experiences. A survey of behavior problems in farm animals will be included.

Three credit hours. Prerequisites: VET 100 and VET 230; or licensure as a Veterinary Technician. Offered as needed.

VET 355 PAIN MANAGEMENT IN ANIMALS

The issues and fundamentals of pain management are presented through the use of lecture, discussion and laboratory. An integrated approach is utilized, with emphasis on the ethics of pain management in animals. The physiology and biochemistry of pain and pain control will be explored. The role of the technician in detecting, assessing, reporting and managing pain is stressed.

Three credit hours. Prerequisites: VET 120 and VET 230; or licensure as a Veterinary Technician. Offered as needed.

VET 360 PATIENT MANAGEMENT AND THERAPEUTICS IN EMERGENCY MEDICINE AND CRITICAL CARE

This course is geared to the veterinary professional interested in emergency and critical care work. Requirements for specialization in the field will be discussed. The basic principles of emergency medicine including triage, all aspects of intravenous support, placement and care of monitoring devices as well as pain management will be covered. Basic nursing care of critical patients and inter-action with clients of these patients will be included. Three credit hours. Prerequisite: VET 224 or licensure as a Veterinary Technician. Offered as needed.

VET 398 SPECIAL TOPIC IN VETERINARY TECHNOLOGY

(Topic to be specified each semester course offered.)

VET 400 ADVANCED DENTAL TECHNIQUES

Periodontal treatment as part of the basic dental prophylaxis is highlighted and practiced in hands-on demonstrations. Other advanced techniques for situations commonly encountered in small animal veterinary practice are studied. Emphasis is placed on the veterinary technicians' understanding of

dental lesions and pathology and their relationship to periodontic and exodontics. The enlarging role of the veterinary technician in providing these therapies is given prominence.

Three credit hours. Prerequisite: VET 301. Offered as needed.

VET 401 SPECIALIZATION IN VETERINARY DENTISTRY

This course focuses on the specialized areas of veterinary dentistry that are applicable to small animal species. Those interested in pursuing specialty certification or in employment with a veterinary dental specialist will find the presented material to be informative, useful and necessary. Topics covered will include endodontics, restorative dentistry, orthodontics and prosthodontics.

Three credit hours. Prerequisite: VET 400. Offered as needed.

VET 434 HUNT SEAT RIDING AND EQUITATION VI

A 14-week course providing the hunt seat rider with an advanced beginner/intermediate jumping program.

Two credit hours. Prerequisite: VET 336 or equivalent experience. Offered as needed.

VET 438 HUNT SEAT RIDING AND EQUITATION VII

A 14-week course providing the hunt seat rider with an intermediate/advanced jumping program.

Two credit hours. Prerequisite: VET 434 or equivalent experience. Offered as needed.

VET 440 APPLIED ANIMAL BEHAVIOR FOR VETERINARY PRACTICE: PART II

A continuation of the specialized study into the common behavioral problems of dogs and cats. Treatments are presented that utilize principles of behavior modification and current behavioral pharmacology. Learning to “choose the right pet” is one example of the prevention recommendations that will be discussed. Case studies will be integrated into classroom and clinical experiences.

Three credit hours. Prerequisite: VET 340 or licensure as a Veterinary Technician. Offered as needed.

VET 450 ANESTHESIA FOR CANINE AND FELINE HIGH RISK PATIENTS

An in-depth coverage of anesthetizing the problematic and medically challenging small animal patient. Pre-anesthesia planning, treating complicated physical conditions and choosing appropriate anesthetic protocols will be integrated. The role of analgesia during the four components of general anesthesia will be emphasized.

Three credit hours. Prerequisite: VET 224 or licensure as a Veterinary Technician. Offered as needed.

VET 460 SMALL ANIMAL EMERGENCY AND CRITICAL CARE I

A body system approach is used in examining in depth the physiology, treatment and care of emergency and critical care cases seen in practice. Physical findings, appropriate diagnostic testing, initial treatment, appropriate monitoring and follow-up are emphasized. The cardiovascular, respiratory, neurologic and urinary systems are covered. Hematologic, toxicologic and thermal emergencies are also explored, as well as shock, anesthetic emergencies and allergic reactions, which are pansystemic. Clinical cases will be utilized in the course of study. Three credit hours. Prerequisite: VET 360. Offered as needed.

VET 461 SMALL ANIMAL EMERGENCY AND CRITICAL CARE II

This course is a continuation of the study of presentations in emergency and critical care by body system. Cases in the gastrointestinal tract, male and female reproductive systems, ocular, otic and dermatologic system will be examined. Emergencies involving the endocrine system and metabolic emergencies will be covered in detail. An overview of the approach to treating musculoskeletal and soft tissue injuries will be included. Case studies will again be utilized. Three credit hours. Prerequisite: VET 460. Offered as needed.

VET 498 INDEPENDENT STUDY IN VETERINARY TECHNOLOGY

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